INDIANA COMMISSION ON PROPRIETARY EDUCATION

Board of Commissioners Meeting Memorandum

Date: March 11, 2009

From: Ross Miller, Director of Regulatory Compliance

Subject: INDIANA BUSINESS COLLEGE

NEW DEGREE APPLICATIONS

Staff Recommendation

The commission staff recommends that Indiana Business College be granted the authority to award the Associate of Science degree, and the Bachelor of Science degrees in the following programs:

(A.S.) LPN to RN

-Medical Campus

(B.S.) Accounting

-Evansville

-Indianapolis

-Muncie

-Terre Haute

(B.S.) Business Management

-Evansville

-Fort Wayne

-Indianapolis

-Muncie

-Terre Haute

(B.S.) Criminal Justice

-Fort Wayne

-Indianapolis

-Muncie

-Terre Haute

(B.S.) Healthcare Management

-Evansville

-Fort Wayne

-Indianapolis

-Muncie

-Terre Haute

Background Information

Indiana Business College is nationally accredited by the Accrediting Commission for Independent Colleges and Schools.

The LPN to RN Associate degree program is 106 quarter-credit hours in length; with 60% of course hours in the specialty. The faculty well exceeds the criteria as stipulated in 570 IAC 1-10.1-4.

The Bachelor of Science degree programs are each 180 quarter-credit hours, 64% in the specialty and the remaining 36% general education courses. The Accounting, Business Management, and Criminal Justice Bachelor of Science degree programs have over 60% of the instructors with a Master's degree or higher at every campus.

The Healthcare Management faculty at the Evansville campus includes 7 with a Master's degree, 6 with a Bachelor's degree, and 1 with an Associate's of Applied Science with 15 years experience in the specialty. The faculty at the Fort Wayne campus includes 4 with a Master's degree, 2 with a Bachelor's of Science degree, 1 with an Associate's of Applied Science with 21 years of experience in the specialty, and 1 with a certificate and 11 years of experience in the specialty. The Indianapolis campus includes 11 with a Master's degree or higher, and 3 with a Bachelor's degree or higher. The Muncie campus includes 7 with a Master's degree, 4 with a Bachelor's of Science degree, and 4 with an Associate's of Applied Science degree. The Terre Haute campus faculty all hold a Master's degree.

Supportive Documentation

- 1. Degree Applications
- 2. Instructor Qualification Record Forms

INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	Indiana Business College - Medical							
Name of Program	LPN to RN Associate Degree							
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.)								
Name of Person Preparing this Form Kimberli J. Zornes								
Telephone Number	317-656-4732	Applicat	ion Type					
Date the Form was Prepared	January 20, 2009	⊠ New	☐ Renewal					
	<u>S</u> : Describe what the program is d in order to accomplish the obj		hieve and					
This program is designed to	provide the student with the acade	emic, professiona	l and clinical					
skills needed for entry-level i	registered nurse staff positions. TI	he student is prer	pared to					
administer nursing care to in	dividuals, families, and communitie	es in a variety of	<u>health care</u>					
settings. The program trains	s students to develop competency	and responsibility	/ in providing					
and managing care for patie	nts across the lifespan, in collabora	ation with member	ers of the					
healthcare team. The progra	am also emphasizes lifelong learni	<u>ng.</u>						

Indiana Business College offers a full-time Associate Degree in Nursing Program requiring clinical practicum, some during evening hours. Upon successful completion of the Nursing program, graduates are prepared to sit for the National Council Licensure Examination - Registered Nurses (NCLEX-RN) and are provided the foundation for career mobility in nursing.

The program has been developed for students who have graduated from an accredited collegelevel practical nursing program and who currently hold a valid LPN license.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROG	BRAM:	LPN to RN Associa	te Degree			
TOTAL COURSE	HOURS:	106	Check one:	Quarter H Semester Clock Hou	Hours	
LENGTH OF PRO	OGRAM:	18 months	TUITION:	\$34,450		
SPECIALTY CO	URSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
ANP1050	Human An	atomy & Physiology	II		4	
NUR1000	Transition	in Nursing			2	
NUR1100	Psychoso	cial/Gerontologic Nui	rsing		4	
NUR1115	Psychosoc	cial Clinicals			2	
NUR1150	Developing	g Family/Pediatric Nu	ırsing		4	
NUR1165	Family/Pe	diatric Nursing Clinica	als		2	
NUR2010	Adult Heal	th & Illness II			4	
NUR2025	Health & II	lness II Clinical			2	
NUR2050	Adult Heal	th & Illness III			4	
NUR2065	Health & II	Iness III Clinical			2	
NUR2100	Health Pro	motion & Manageme	ent of Care		4	
NUR2115	Managem	ent of Care Clinical			4	
NUR2150	Transition	to Nursing Practice			4	
PHM1160	Dosage C	alculations			2	
PHM1360	Vital Pharr	nacology			4	
	Credits to	be awarded for valid	LPN license		16	

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
GENERAL ED	UCATION / LIBERAL ARTS COURSES:	
Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
BIO1070	Microbiology	4
CHM1020	General Chemistry	4
COM1000	Composition	4
COM1020	Public Speaking	4
CPU1010	Introduction to Computers	4
KEY1000	Practical Keyboarding	2
PSY1000	Success Strategies for Nurses	4
PSY1170	Essentials of Psychology	4
PSY1470	Human Growth & Development	4
SOC1020	Sociology	4
	General Education Elective	_4
Number of Cre	edit/Clock Hrs. in Specialty: 64 / 106 Percenta	ge: 60%
	edit/Clock Hrs. in General Courses: 24 / 106 Percenta	
If applicable: Number of Cre	edit/Clock Hrs. in Liberal Arts:18 /106 Percenta	ge: <u>17%</u>

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The library is in the building at 8150 Brookville Road. It is open to the students from 7:30am to 10:00pm Monday thru Thursday, 7:30am to 12:00 noon on Friday's.

2. Number of volumes of professional material:

143 total cataloged by the library of congress classification system. We have approximately 100 additional items to be cataloged using the library of congress classification system.

3. Number of professional periodicals subscribed to:

Seventeen

4. Other library facilities in close geographical proximity for student access:

We have access to internet based libraries. The newest additional library has access to 76,729 indexed resources, 57,036 full text resources, and 36,882 image resources. The closest traditional library is 25 minutes from the school. IUPUI library is approximately 13.3 miles away from the campus and is open to all Indiana Business College students. The IMCPL library is approximately 12 miles away from the campus and is also open to all Indiana Business College students.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	13	Full-time:	9	Part-time:	4
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Barnard, Linda	MS – Education BS – English	36	1.5	36		X
Crim, Inga, MSN	MSN – Nursing BSN – Nursing	16	1	N/A		X
Hall, Natalie, MSN	MSN – Nursing BSN – Nursina	5	1	12	Х	
Hartman, Paula	MSN – Nursing BSN – Nursing	25	1 Month	N/A	X	
Horner, Ben	BA – English	1	2	N/A	Х	
Huggins, Tammi	PhD – Philosophy BS – Education	17	3	16+ Years		X
Johnson, Cleve	MA – English BA – Religious Studies		2	N/A	X	
Jones, Brian	MA – Spanish BA - Spanish	14	1	13	Х	
Popich, Pamela	MSN – Nursing BSN - Nursina	13	1 Month	N/A	Χ	
Schafer, JoAnn, MSN	MSN – Nursing BSN - Nursing	8	8 Months	7	X	
Sowers, Steven	MA – Psvcholoav	5	9 Months	N/A		Х
Vincent, Cheryl	RN– Nursing	16	9 Months	12 Years	Х	
Zanto, Annette, MSN	MSN – Nursing BSN – Nursina	30	1	1	Х	

INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution _	indiana i	Business	s College - Evans Terre Hau	· ·	olis, Muncie,
Name of Program _			Accounti	ng	
Level of Degree (AAS	, AS, AA, BA	S, BA, BS	, MBA, MAS, MA,	MS, Ph.D.)	BS
Name of Person Prepa	aring this Forn	n _	Kry	ystal Belton	
Telephone Number		317-6	556-4721	<u>Applicat</u>	tion Type
Date the Form was Pro	epared	Januar	y 16, 2009	⊠ New	Renewal

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Accounting Bachelor of Science degree program provides students with an understanding of theory and application related to an accounting environment, including training in the areas of performance analysis, budgeting, managing controls, taxation, and auditing. The Bachelor of Science degree in Accounting prepares professionals for jobs in private businesses, government or nonprofit agencies, and public accounting firms.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROG	BRAM:	Accounting				
TOTAL COURSE	HOURS:	180	Check one:	Quarter H	lours	\boxtimes
				Semester	Hours	
				Clock Hou	urs	
LENGTH OF PRO	OGRAM:	45 Months	TUITION:	\$52	2,350	
SPECIALTY CO	URSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
ACC1010	Accounting	g l			4	
ACC1020	Accounting	g II			4	
ACC1050	Payroll/10	Key			4	
ACC1070	Income Ta	X			4	
ACC1150	Computeri	zed Accounting			4	
ACC2010	Accounting	g III			4	
ACC2020	Cost Acco	unting			4	
ACC2300	Auditing				4	
ACC3020	Manageria	l Cost Accounting			4	
ACC3150	Advanced	Income Tax			4	
ACC3400	Intermedia	te Accounting I			4	
ACC3500	Intermedia	te Accounting II			4	
ACC4250	Advanced	Auditing			4	
ACC4650	Accounting	g Capstone			4	
BUS1000	Principles	of Business			4	
BUS2300	Business (Office Procedures			4	
CPU2120	Word Prod	essing			4	
CPU2200	Spreadshe	eets			4	
FIN2000	Introductio	n to Finance			4	

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
FIN3500	Finance for Managers	4
KEY1010	Keyboarding	2
LEG1010	Business Law	4
MAT1050	Business Math	4
MGT2000	Management	4
MGT3000	Business Ethics	4
MGT3100	Technology for Managers	4
MGT3250	Organizational Behavior	4
MGT4100	Managing in a Global Environment	4
INT2990	Internship OR Elective	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
<u>Number</u>	<u>Title</u>	<u>110015</u>
BUS2600	Career Development	2
CPU1000	Computers and Office Automation	4
PSY1050	Strategies for Success	4
BUS2050	Economics	4
BUS3100	Microeconomics	4
COM1050	Composition I	4
COM2060	Composition II	4
COM3150	Advanced Composition	4
MAT2950	Introductory Algebra	4
MAT3010	College Algebra	4
MAT3650	Statistics	4
PSY3000	Critical Thinking and Problem Solving	4
SCI3050	Environmental Science	4

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>					Course lours
SCI3100	Principles of Nutrition				4	
SOC1010	Introduction to Sociology					
SPC1010	Presentation Skills				4	
HUM3050	Introduction to Humanities	Introduction to Humanities				
Number of Credit/Clock Hrs. in Specialty: Number of Credit/Clock Hrs. in General Courses:			_	180 180	_ Percentage: _ Percentage:	63% 31%
If applicable: Number of Credit/Clock Hrs. in Liberal Arts: 10 / 180 Percenta					Percentage:	6%

EVANSVILLE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

4601 Theater Drive

Evansville, IN 47715

8 am - 10 pm Monday - Thursday; 8 am - 4 pm Friday

One full-time librarian; one part-time work study

2. Number of volumes of professional material:

437 books/video material

Over 382 periodicals

3. Number of professional periodicals subscribed to:

8 Professional periodicals

4. Other library facilities in close geographical proximity for student access:

Evansville Vanderburgh Public Library

Oaklyn Branch

3001 Oaklyn Drive

Evansville, IN 47711

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

EVANSVILLE

 ** Include all required documentation pertaining to the qualifications of each instructor. 							
Total # of Faculty in the Program:	9	_ Full-time: _	7	Part-time:	2		

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	1
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Crowe, Lindsey	MBA	7	1.5			Х
Elkin, Leslie	BS	15	3.5		Χ	
Ettensohn, Tracie	BS	17	8		Χ	
Fiala, Katherine	MBA	29	3		Χ	
Harper-Sperry, Angela	BS	23	7			Х
King, Mark	MS	15	5		Χ	
Kolich, Kevin	BS	23	11	3	Χ	
Riley, Pat	MBA	29	11	3.5	Χ	
Walton, Amanda	MS	8	3		Χ	

INDIANAPOLIS

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Location: Southeast corner of the second floor in the Indianapolis-Downtown campus.

Hours: Monday through Thursday 8:00 AM – 9:00 PM; Friday 8:00 AM – 4:00 PM;

Saturday 9:00 AM - 1:00 PM

Librarians: Two full-time

Other Staff: Two college work study students at 20 hours per week each

2. Number of volumes of professional material:

There are currently 2600 items in the library collection.

3. Number of professional periodicals subscribed to:

There are 32 print subscriptions and thousands of periodical titles with full text accessed through Ebsco Host Electronic Databases and ProQuest.

4. Other library facilities in close geographical proximity for student access:

Indianapolis Marion County Public Library Central Library is within five blocks from the Indianapolis-Downtown campus. They have 22 branches throughout Marion county for easy access, as well as an online catalog and databases available to card holders.

Indiana University Purdue University at Indianapolis is within two miles of the Indianapolis-Downtown campus. As a state-supported institution, their library collections are available to all Indiana residents.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

INDIANAPOLIS

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	18	Full-time:	13	Part-time:	4
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	cone:
	Diploma	Experience	at Your	at	Full-	Part-
(Alphabetical Order)	Earned	in Specialty	School	Other	time	time
Ballinger, Stanley	M.A.	24	0.75	23	Χ	
Best, Norman	M.A.T.	21	0.75	2	Х	
Bradberry, Nicol	M.S.	23	1	0	Χ	
Bray, Earnest	M.B.A.	1	2.25	1.5	Χ	
Cockrell, Felisa	M.A.	14	0.50	4		Х
Farmer, Belinda	B.S.	4	4	0	Χ	
Harris, Natalie	M.H.R.M	5	1	0	Χ	
Heavin, Diane	M.A.	5	12	1.5	Χ	
Jeffries, David	Ph.D.	35	11	22	Χ	
Loza, Jerry	M.S.	21	4	0		Х
Newcomb, Tom	M.B.A.	22	1	0	Х	
Robinson, Alberta	M.S.	11	2	0	Х	
Rosenthal, Penny	M.S.	4	1.50	9	Χ	
Royer, Dan	M.A.	6	0.50	0		Х
Tanner-Starks, Tomjari	M.A.	10	0.75	5		Х
Wesselman, Ed	B.A.	31	2	11	Χ	
Whalen, Alan	M.B.A.	35	2.50	4	Χ	

MUNCIE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location -- On campus and online at www.inspire.net and www.lirn.net

Hours of student access -- 8am - 10pm (Monday - Thursday) & 8am - 7pm (Friday)

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- a) overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

<u>Plans are in place to hire an individual with a Bachelor's degree to oversee the library resources at the Muncie campus. Responsibilities for this individual include:</u>

- a) providing assistance to students and faculty of the Muncie campus with library usage;
- b) providing assistance to faculty of the Muncie campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Director of Education to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.
- 2. Number of volumes of professional material:

372

Indiana Business College also provides online library resources through Library
Information Resources Network, Inc. These services currently provide resources from
ABI/INFORM GLOBAL and ProQuest Reference Library.

3. Number of professional periodicals subscribed to:

8

MUNCIE

4. Other library facilities in close geographical proximity for student access: Muncie Public Library -- Kennedy Branch

Bracken Library -- Ball State University campus

Muncie Public Library -- Main Branch

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

MUNCIE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: 13 Full-time: 4 Part-time:	9	
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check Full- time	one: Part- time
Clamme, Shay	MPA	6years	1 yr 6 mon	1		Х
Coon, Bonnie	MA	11 years	1 yr 3 mon	4		Х
Cross, Christopher	MBA	11 years	1 yr 6 mon	0		Х
Gerber, Cynthia	MA	7 years	18 years	1	Χ	
Golden, Lisa	MBA	8 years	1 yr 3 mon	0		Χ
Kidd, Tamara	BS	15 years	1 yr	1 yr 4 mon		Χ
Miller, Eric	MA	10 years	New	2 yr 6 mon		Χ
Newell, Michael	AAS	12 years	6 yr 7 mon	7	Χ	
Reason, David	MA	33 years	New	33		Χ
Roach, Diana	ВА	12 years	7 years	0	Χ	
Stelter, Tyler	ВА	0	1 yr 6 mon	0		Χ
Taylor, Carlos	MS	9 years	1 yr 3 mon	0		Х
Wright, J.E.	MBA	20 years	18 yr	0	Χ	

TERRE HAUTE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location --The campus library is conveniently located near the front office on the north side of the building.

Hours of student access -- The campus library is open Monday thru Thursday from 8:00 a.m. - 7:00 p.m. and Friday from 8:00 a.m. - 5:00 p.m.

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- <u>a)</u> overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

Indiana Business College-Terre Haute employs a professioanly trained librarian with a masters degree in Business Education. This person has significant research experience in the past. Responsibilities for this individual include:

- a) providing assistance to students and faculty of the Terre Haute campus with library usage;
- b) providing assistance to faculty of the Terre Haute campus with instructional resources:
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Dean to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered: and
- e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.

2. Number of volumes of professional material:

The Terre Haute campus currently has 702 volumes of business related materials and other reference related items.

Indiana Business College also provides online library resources through LIRN, Inspire, Ebsco Databases, First Research, Hoovers, and Indiana Business Builder.

Five hundred dollars per month has been allocated for the continued expansion of onsite library holdings. The campus librarian will continue meeting with faculty members to solicit input and feedback regarding current holdings and to determine future

acquisitions.

TERRE HAUTE

3. Number of professional periodicals subscribed to:

The campus currently subscribes to 14 professional periodicals.

4. Other library facilities in close geographical proximity for student access:

The Vigo County Public Library has 4 branches in close geographical proximity:

Main Branch, One Library Square, Terre Haute, IN

East Branch, Meadows Shopping Center, Terre Haute, IN

South Branch, Southland Shopping Center, Terre Haute, IN

North Branch, Plaza North Shopping Center, Terre Haute, IN

West Branch, 626 West National Avenue, West Terre Haute, IN

The Brazil Public Library, 204 North Walnut Street, Brazil, IN

Marshall Public Library, 612 Archer Avenue, Marshall, IL

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

TERRE HAUTE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor. ** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: 4 Full-	l -time : 2	Part-time:	2
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Chec	k one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Bottomley, Sara	MBA	14	6	0	Χ	
Johnson, James	MS	6		6		X
Myers, Margaret	MBA	8	2	2		Х
Schmidt, Jessica	MS	8	3	5	Х	

Required Major Courses		Credit	Required General Education	Credit
Ket	quired Major Courses	<u>Hours</u>	Courses	<u>Hours</u>
ACC1010	Accounting I	4		
ACC1020	Accounting II	4	BUS2050 Economics	4
ACC1050	Payroll / 10 Key	4	BUS3100 Microeconomics	4
ACC1070	Income Tax	4	COM1050 Composition I	4
ACC1150	Computerized Accounting	4	COM2060 Composition II	4
ACC2010	Accounting III	4	COM3150 Advanced Composition	4
ACC2020	Cost Accounting	4	MAT2950 Introductory Algebra	4
ACC2300	Auditing	4	MAT3010 College Algebra	4
ACC3020	Managerial Cost Accounting	4	MAT3650 Statistics	4
ACC3150	Advanced Income Tax	4	PSY3000 Critical Thinking and Problem Solving	4
ACC3400	Intermediate Accounting I	4	SCI3050 Environmental Science	4
ACC3500	Intermediate Accounting II	4	SCI3100 Principles of Nutrition	4
ACC4250	Advanced Auditing	4	SOC1010 Introduction to Sociology	4
ACC4650	Accounting Capstone	4	SPC1010 Presentation Skills	4
BUS1000	Principles of Business	4	HUM3050 Introduction to Humanities	<u>4</u>
BUS2300	Business Office Procedures	4		
BUS2600	Career Development	2		56
CPU1000	Comp. and Office Automation	4		
CPU2120	Word Processing	4	Other Required Courses	Credit
CPU2200	Spreadsheets	4	Other Required Oodises	<u>Hours</u>
FIN2000	Introduction to Finance	4	INT2990 Internship or Elective	4
FIN3500	Finance for Managers	4		
KEY1010	Keyboarding	2		4
LEG1010	Business Law	4		
MAT1050	Business Math	4		
MGT2000	Management	4	Courses listed in italics are required for the	
MGT3000	Business Ethics	4	Associate of Applied Science in Accounting	
MGT3100	Technology for Managers	4	Degree (96 Credit Hours)	
MGT3250	Organizational Behavior	4		
MGT4100	Managing in a Global Environment	4		

PSY1050 Strategies for Success

ACCOUNTINGBachelor of Science Degree Program School of Business

The Accounting Bachelor of Science degree program provides students with an understanding of theory and application related to an accounting environment, including training in the areas of performance analysis, budgeting, managing controls, taxation, and auditing. The Bachelor of Science degree in Accounting prepares professionals for jobs in private businesses, government or nonprofit agencies, and public accounting firms.

Course No.		Quarter Credit Hours
ACC1010	Accounting I †	4
ACC1020	Accounting II †	4
ACC1050	Payroll/10 Key †	4
ACC1070	Income Tax	4
ACC1150	Computerized Accounting †	4
ACC2010	Accounting III †	4
ACC2020	Cost Accounting †	4
ACC2300	Auditing †	4
ACC3020	Managerial Cost Accounting †	4
ACC3150	Advanced Income Tax †	4
ACC3400	Intermediate Accounting I †	4
ACC3500	Intermediate Accounting II †	4
ACC4250	Advanced Auditing †	4
ACC4650	Accounting Capstone †	4
BUS1000	Principles of Business †	4
BUS2050	Economics @	4
BUS2300	Business Office Procedures	4
BUS2600	Career Development	2
BUS3100	Microeconomics @	4
COM1050	Composition I @	4
COM2060	Composition II @	4
COM2000 COM3150		4
	Advanced Composition @	4
CPU1000	Computers and Office Automation	4
CPU2120	Word Processing	
CPU2200	Spreadsheets	4
FIN2000	Introduction to Finance	4
FIN3500	Finance for Managers †	4
HUM3050	Introduction to Humanities @	4
INT2990	Internship or Elective	4
KEY1010	Keyboarding I	2
LEG1010	Business Law	4
MAT1050	Business Math †	4
MGT2000	Management	4
MAT2950	Introductory Algebra @	4
MAT3010	College Algebra @	4
MAT3650	Statistics @	4
MGT3000	Business Ethics †	4
MGT3100	Technology for Managers	4
MGT3250	Organizational Behavior	4
MGT4100	Managing in a Global Environment	4
PSY1050	Strategies for Success	4
PSY3000	Critical Thinking and Problem Solving	g @ 4
SCI3050	Environmental Science @	4
SCI3100	Principles of Nutrition @	4
SOC1010	Introduction to Sociology @	4
SPC1010	Presentation Skills @	<u>4</u>
		$1\overline{8}0$

[†] Core Courses

[@] General Education Courses

INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	Indiana Business College - Evansville, Fort Wayne, Indianapolis, Muncie, Terre Haute			
Name of Program	Business Management			
Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BS			BS	
Name of Person Preparing this Form Krystal Belton				
Telephone Number	317-	656-4721	<u>Applicat</u>	ion Type
Date the Form was Prep	pared Decem l	ber 15, 2008	⊠ New	Renewal

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Business Management Bachelor's Degree program provides business students with a thorough understanding of theory and application related to the business environment so they are able to collect and analyze data, identify alternative solutions and select the most appropriate course of action for specific business problems. The program seeks to develop knowledge and skills in research, critical thinking, problem-solving and current technology for application and use in communication, data collection/analysis and solving business problems. Furthermore, students will be provided with an understanding of professional ethics and its application to the business environment. Students are involved in teamwork and leadership development through participation in classroom activities and student organizations.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROC	SRAM:	Business Manageme	<u>nt</u>			
TOTAL COURSE	E HOURS:	180	Check one:	Quarter H Semester Clock Hou	Hours	
LENGTH OF PR	OGRAM:	45 Months	TUITION:	\$52,350		
SPECIALTY CO	URSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
ACC1010	Accounting	g I			4	
BUS1000	Principles	of Business			4	
BUS2300	Business (Office Procedures			4	
CPU2120	Word Prod	essing			4	
CPU2200	Spreadshe	eets			4	
FIN2000	Introduction	n to Finance			4	
FIN3500	Finance fo	r Managers			4	
KEY1010	Keyboardi	ng			2	
LEG1010 OR LEG2100	Business I Human F	Law Resource Law			4	
LEG4150	Employme				4	
MAT1050	Business I				4	
MGT2000	Managem	ent			4	
MGT3000	Business I	Ethics			4	
MGT3100	Technolog	y for Managers			4	
MGT3250	Organizati	onal Behavior			4	
MGT3400	Human Re	esources Management			4	
MGT4000	Entrepren	eurship			4	
MGT4100	Managing	in a Global Environmer	nt		4	

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
MKG1200	Marketing	4
MKG4250	Marketing Management	4
MKG4650	Strategic Management	4
(8 Courses)	Program Electives	32

GENERAL EDUCATION / LIBERAL ARTS COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
BUS2600	Career Development	2
CPU1000	Computers and Office Automation	4
PSY1050	Strategies for Success	4
BUS2050	Economics	4
COM1050	Composition I	4
COM2060	Composition II	4
COM3150	Advanced Composition	4
HUM3050	Introduction to Humanities	4
MAT2950	Introductory Algebra	4
MAT3010	College Algebra	4
MAT3650	Statistics	4
POL3100	American Government	4
PSY3000	Critical Thinking and Problem Solving	4
SCI3050	Environmental Science	4
SCI3100	Principles of Nutrition	
SOC1010	Introduction to Sociology	4
SPC1010	Presentation Skills	4

Number of Credit/Clock Hrs. in Specialty:	114	_ /	180	Percentage:	63%
Number of Credit/Clock Hrs. in General Courses:	56	/	180	Percentage:	31%
•				-	
If applicable:					
Number of Credit/Clock Hrs. in Liberal Arts:	10	/	180	Percentage:	6%

EVANSVILLE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

4601 Theater Drive

Evansville, IN 47715

8 am - 10 pm Monday - Thursday; 8 am - 4 pm Friday

One full-time librarian; one part-time work study

2. Number of volumes of professional material:

437 books/video material

Over 382 periodicals

3. Number of professional periodicals subscribed to:

8 Professional periodicals

4. Other library facilities in close geographical proximity for student access:

Evansville Vanderburgh Public Library

Oaklyn Branch

3001 Oaklyn Drive

Evansville, IN 47711

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

EVANSVILLE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	9	Full-time:	7	Part-time:	2
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Crowe, Lindsey	MBA	7	1.5			Х
Elkin, Leslie	BS	15	3.5		Х	
Ettensohn, Tracie	BS	17	8		Χ	
Fiala, Katherine	MBA	29	3		Χ	
Harper-Sperry, Angela	BS	23	7			Χ
King, Mark	MS	15	5		Х	
Kolich, Kevin	BS	23	11	3	Χ	
Riley, Pat	MBA	29	11	3.5	Χ	
Walton, Amanda	MS	8	3		Χ	

FORT WAYNE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The library is located on campus. The library is open from 9:00 am - 10:00 pm Monday - Thursday and 9:00 am - 4:30 pm Friday. Additional hours will be scheduled as necessary based on student needs. The library is staffed with a full-time librarian, Audrey Daenzer. Audrey holds a MLA degree.

2. Number of volumes of professional material:

There are 56 volumes currently housed in the resource room.

Indiana Business College also provides online library resources through Library
Information Resources Network, Inc. These services currently provide resources from
Infotrac Search bank: Business and Company Resource Center with PROMT and
Newsletters, Computer Database, seven selected Custom Newspapers, Expanded
Academic ASAP, General Business File ASAP, Health and Wellness Resources Center,
Health Reference Center Academic, Literature Resource Center, Newsletters ASAP,
Opposing Viewpoints Resources Center, and the Student Resource Center-Gold;
ProQuest Direct: ABI/INFORM Dateline, ABI/INFORM Global, ABI/INFORM Trade &
Industry, Psychology Journals, and ProQuest General Reference (Research Library
Core plus 15 subject modules); The Electric Library (selected periodicals, reference
books, maps, pictures, newspapers from around the world, and transcripts of news and
public affairs broadcast); and Bowker's Books in Print.

3. Number of professional periodicals subscribed to:

The college currently subscribes to 6 professional periodicals which are available in the library.

4. Other library facilities in close geographical proximity for student access: The Allen County Library is located downtown with various branches throughout the city
and county. The Dupont branch is 3 miles from the campus.
If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.
Doc.: degreappform.doc

FORT WAYNE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	10	Full-time:	4	Part-time:	6
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Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check one:		
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time	
J.D. Burgess	MA	10	3 mos	0		Х	
Audrey Daenzer	MLA	2	1.5	1	Х		
Bob Grabowski	MA	9	.5	2		Х	
Thom Hathaway	MPA	20	2	9	Х		
Karen Hirschy	MED	11	1	11		Х	
Patricia Knaebe	MA	8	1	8		Х	
Mike Lewis	BA/CPA	13	5	0	Χ		
Sherri Renz	MBA	6	3	2	Х		
Cathleen Slayback	MLA	12	1	0		Х	
John Sprinkle	MA	16	3 mos	0		Х	

INDIANAPOLIS

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Location: Southeast corner of the second floor in the Indianapolis-Downtown campus.

Hours: Monday through Thursday 8:00 AM – 9:00 PM; Friday 8:00 AM – 4:00 PM;

Saturday 9:00 AM - 1:00 PM

Librarians: Two full-time

Other Staff: Two college work study students at 20 hours per week each

2. Number of volumes of professional material:

There are currently 2600 items in the library collection.

3. Number of professional periodicals subscribed to:

There are 32 print subscriptions and thousands of periodical titles with full text accessed through Ebsco Host Electronic Databases and ProQuest.

4. Other library facilities in close geographical proximity for student access:

Indianapolis Marion County Public Library Central Library is within five blocks from the Indianapolis-Downtown campus. They have 22 branches throughout Marion county for easy access, as well as an online catalog and databases available to card holders.

Indiana University Purdue University at Indianapolis is within two miles of the Indianapolis-Downtown campus. As a state-supported institution, their library collections are available to all Indiana residents.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

INDIANAPOLIS

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: ____16__ Full-time: ___12_ Part-time: ___3__

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Ballinger, Stanley	M.A.	24	0.75	23	Х	
Best, Norman	M.A.T.	21	0.75	2	Χ	
Bray, Earnest	M.B.A.	1	2.25	1.5	Χ	
Byrd, Richard	MRA	23	1	0	Χ	
Farmer, Belinda	B.S.	4	4	0	Χ	
Harris, Natalie	M.H.R.M.	5	1	0	Χ	
Heavin, Diane	M.A.	5	12	1.5	Χ	
Jeffries, David	Ph.D.	35	11	22	Χ	
Loza, Jerry	M.S.	21	4	0		Χ
Newcomb, Tom	M.B.A.	22	1	0	Χ	
Robinson, Alberta	M.S.	11	2	0	Χ	
Rucker, Robyn	J.D.	8	1	0		Χ
Tanner-Starks, Tomjari	M.A.	10	0.75	5		Χ
Wesselman, Ed	B.A.	31	2	11	Χ	
Whalen, Alan	M.B.A.	35	2.50	4	Χ	

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location -- On campus and online at www.inspire.net and www.lirn.net

Hours of student access -- 8am - 10pm (Monday - Thursday) & 8am - 7pm (Friday)

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- a) overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

<u>Plans are in place to hire an individual with a Bachelor's degree to oversee the library resources at the Muncie campus. Responsibilities for this individual include:</u>

- a) providing assistance to students and faculty of the Muncie campus with library usage;
- b) providing assistance to faculty of the Muncie campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Director of Education to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.
- 2. Number of volumes of professional material:

372

Indiana Business College also provides online library resources through Library
Information Resources Network, Inc. These services currently provide resources from
ABI/INFORM GLOBAL and ProQuest Reference Library.

3. Number of professional periodicals subscribed to:

8

4. Other library facilities in close geographical proximity for student access: Muncie Public Library -- Kennedy Branch

Bracken Library -- Ball State University campus

Muncie Public Library -- Main Branch

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	9	Full-time:	4	Part-time:	5	

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or Diploma	# Years of Working Experience	# Years Teaching at Your	# Years Teaching at	Check Full-	one: Part-
(Alphabetical Order)	Earned	in Specialty	School	Other	time	time
Clamme, Shay	MPA	6 years	1 yr 6 mon	1		Χ
Coon, Bonnie	MA	11 years	1 yr 3 mon	4		Х
Cross, Christopher	MBA	11 years	1 yr 6 mon	0		Х
Gerber, Cynthia	MA	7 years	18 yrs	1	Х	
Newell, Michael	AAS	12 years	6 yr 7 mon	7	Х	
Reason, David	MA	33 years	New	33		Χ
Roach, Diana	ВА	12 years	7 years	0	Х	
Stelter, Tyler	ВА	0	1 yr 6 mon	0		Χ
Wright, J.E.	MBA	20 yrs	18 yrs	0	Х	

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location --The campus library is conveniently located near the front office on the north side of the building.

Hours of student access -- The campus library is open Monday thru Thursday from 8:00 a.m. - 7:00 p.m. and Friday from 8:00 a.m. - 5:00 p.m.

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- <u>a)</u> overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

Indiana Business College-Terre Haute employs a professioanly trained librarian with a masters degree in Business Education. This person has significant research experience in the past. Responsibilities for this individual include:

- a) providing assistance to students and faculty of the Terre Haute campus with library usage;
- b) providing assistance to faculty of the Terre Haute campus with instructional resources:
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Dean to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered: and
- e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.
- <u>Location -- The campus library is conveniently located near the front office on the north side of the building.</u>

Hours of student access -- The campus library is open Monday thru Thursday from 7:30 a.m. - 10:00 p.m. and Friday from 8:00 a.m. - 5:00 p.m.

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

a) overseeing and assessing all existing physical and virtual library resources for all Indiana

Business College campus locations;

- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- training for library personnel within the Indiana Business College system.

<u>Plans are in place to hire an individual with a Bachelor's degree to oversee the library resources</u> at the Terre Haute campus. Responsibilities for this individual include:

- a) providing assistance to students and faculty of the Terre Haute campus with library usage:
- b) providing assistance to faculty of the Terre Haute campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Director of Education to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.

2. Number of volumes of professional material:

The Terre Haute campus currently has 702 volumes of business related materials and other reference related items.

<u>Indiana Business College also provides online library resources through LIRN, Inspire, Ebsco Databases, First Research, Hoovers, and Indiana Business Builder.</u>

Five hundred dollars per month has been allocated for the continued expansion of onsite library holdings. The campus librarian will continue meeting with faculty members to solicit input and feedback regarding current holdings and to determine future acquisitions.

3. Number of professional periodicals subscribed to:

The campus currently subscribes to 10 professional periodicals.

4. Other library facilities in close geographical proximity for student access:

The Vigo County Public Library has 4 branches in close geographical proximity:

Main Branch, One Library Square, Terre Haute, IN

East Branch, Meadows Shopping Center, Terre Haute, IN

South Branch, Southland Shopping Center, Terre Haute, IN

North Branch, Plaza North Shopping Center, Terre Haute, IN

West Branch, 626 West National Avenue, West Terre Haute, IN

The Brazil Public Library, 204 North Walnut Street, Brazil, IN

Marshall Public Library, 612 Archer Avenue, Marshall, IL

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. <u>FACULTY</u> : Attach completed Instructor's Qualification Record for each instructor. ** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.						
Total # of Faculty in the Program:	4	Full-time:	2	Part-time:	2	

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Chec Full- time	k one: Part- time
Bottomley, Sara	MBA	14	6	0	X	
,		6		6		Х
		8				
Schmidt, Jessica	MS	8	3	5	X	

Business Management Bachelor of Science Program Outline

Liberal Arts

Total Required Major Credits

		Credit
Required	<u>Major Courses</u>	<u>Hours</u>
ACC1010	Accounting I	4
BUS1000	Principles of Business	4
BUS2300	Business Office Procedures	4
BUS2600	Career Development	2
CPU1000	Comp. and Office Automation	4
CPU2120	Word Processing	4
CPU2200	Spreadsheets	4
FIN2000	Introduction to Finance	4
FIN3500	Finance for Managers	4
KEY10100	Keyboarding	2
LEG1010	Business Law or	4
LEG2100	Human Resource Law	4
LEG4150	Employment Law	4
MAT1050	Business Math	4
MGT2000	Management	4
MGT3000	Business Ethics	4
MGT3100	Technology for Managers	4
MGT3250	Organizational Behavior	4
MGT3400	Human Resources Management	4
MGT4000	Entrepreneurship	4
MGT4100	Managing in a Global Environment	4
MKG1200	Marketing	4
MKG4250	Marketing Management	4
MKG4650	Strategic Management	4
PSY1050	Strategies for Success	4

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BUSINESS MANAGEMENT Bachelor of Science Degree Program School of Business

The Business Management Bachelor's Degree program provides business students with a thorough understanding of theory and application related to the business environment so they are able to collect and analyze data, identify alternative solutions and select the most appropriate course of action for specific business problems. The program seeks to develop knowledge and skills in research, critical thinking, problem-solving and current technology for application and use in communication, data collection/analysis and solving business problems. Furthermore, students will be provided with an understanding of professional ethics and its application to the business environment. Students are involved in teamwork and leadership development through participation in classroom activities and student organizations.

Course No.	Title C	Quarter redit Hours
ACC1010	Accounting I †	4
BUS1000	Principles of Business †	4
BUS2050	Economics @	4
BUS2300	Business Office Procedures	4
BUS2600	Career Development	2
COM1050	Composition I @	4
COM2060	Composition II @	4
COM3150	Advanced Composition @	4
CPU1000	Computers and Office Automation	4
CPU2120	Word Processing	4
CPU2200	Spreadsheets	4
FIN2000	Introduction to Finance	4
FIN3500	Finance for Managers †	4
HUM3050	Introduction to Humanities @	4
KEY1010	Keyboarding I	2
LEG1010	Business Law † OR	
LEG2100	Human Resource Law	4
LEG4150	Employment Law †	4
MAT1050	Business Math †	4
MAT2950	Introductory Algebra @	4
MAT3010	College Algebra @	4
MAT3650	Statistics @	4
MGT2000	Management †	4
MGT3000	Business Ethics †	4
MGT3100	Technology for Managers †	4
MGT3250	Organizational Behavior †	4
MGT3400	Human Resources Management †	4
MGT4000	Entrepreneurship	4
MGT4100	Managing in a Global Environment †	4
MKG1200	Marketing	4
MKG4250	Marketing Management †	4
MKG4650	Strategic Management †	4
POL3100	American Government @	4
PSY1050	Strategies for Success	4
PSY3000	Critical Thinking and Problem Solving	
SCI3050	Environmental Science @	4
SCI3100	Principles of Nutrition @	4
SOC1010	Introduction to Sociology @	4
SPC1010	Presentation Skills @	4
	Electives	<u>32</u>
		180

[†] Core Courses

[@] General Education Courses

INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Ind Name of Institution	Indiana Business College – Fort Wayne, Indianapolis, Muncie, Terre Haute				
Name of Program	Criminal Justice				
Level of Degree (AAS, AS, A	A, BAS, BA, BS, M	BA, MAS, MA	, MS, Ph.D.)	BS	
Name of Person Preparing thi	s Form	Kr	ystal Belton		
Telephone Number	317-6	56-4721	<u>Applicat</u>	ion Type	
Date the Form was Prepared			⊠ New	Renewal	

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The mission of this program is to provide students with a systems perspective of the criminal justice system, including law enforcement, courts, and corrections. The program is designed to produce graduates who are able to utilize their systems perspective of all relevant aspects of the criminal justice system to create appropriate professional decision making at all levels of criminal justice. Upon successful completion of the program, graduates can pursue entry-level positions with local and regional law enforcement, correctional agencies, and other criminal justice organizations with eventual advancement to state and federal positions in all aspects of criminal justice. The major competencies of the criminal justice bachelor degree graduate include knowledge of the criminal justice system and the law, the theoretical causes of criminality, the methods of criminal justice policy research, as well as aspects of professionalism and ethics for criminal justice practitioners.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PRO	JGRAM:	Criminal Justice	9			
TOTAL COUR	SE HOURS:	180	Check one:	Quarter H Semester Clock Ho	r Hours	
LENGTH OF P	ROGRAM:	45 Months	TUITION:	52,350		
SPECIALTY C	OURSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
CJ1000	Introduction	on to Criminal Justice			4	
CJ1100	Introduction	on to Corrections			4	
CJ1210	Juvenile J	ustice			4	
CJ1300	Criminolog	ЭУ			4	
CJ1500	Introduction	on to Law Enforcement			4	
CJ2050	Legal Res	earch and Writing			4	
CJ2220	Criminal Ir	nvestigations			4	
CJ2250	Criminal J	ustice Ethics			4	
CJ2350	Introduction	on to Criminal Courts			4	
CJ2400	Criminal L	aw and Procedure			4	
CJ2450	Cybercrim	е			4	
CJ2500	Criminal J	ustice Forensics			4	
CJ3000	Criminal J	ustice Research Method	ds		4	
CJ3100	History of	Criminal Justice			4	
CJ3300	Interview a	and Interrogation Tech.			4	
CJ3500	Drugs, Ald	cohol and Crime			4	
CJ4010	Homeland	Security and Terrorism	1		4	
CJ4100	Communit	y Policing			4	
CJ4200	Probation	and Parole			4	

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
CJ4300	Courts and Social Policy	4
CJ4500	Advanced Criminal Justice Forensics	4
CJ4900 OR INT4100	Comparative C.J. Systems Criminal Justice Internship	4
CPU2120	Word Processing	4
KEY1010	Keyboarding	2
LEG1010	Business Law	4
MAT1050	Business Math	4
MAT3400	Criminal Justice Applied Statistics	4
MGT2000	Management	_4
MGT2150	Group Dynamics	4

GENERAL EDUCATION / LIBERAL ARTS COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
BUS2600	Career Development	2
PSY1050	Strategies for Success	4
CPU1000	Computers and Office Automation	4
CHM1150	Chemistry	4
COM1050	Composition I	4
COM2060	Composition II	4
COM3150	Advanced Composition	4
HUM3050	Introduction to Humanities	4
MAT2950	Introductory to Algebra	4

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
MAT3010	College Algebra	4
GENERAL EDU	CATION / LIBERAL ARTS COURSES:	
POL3100	American Government	4
PSY1060	Psychology	4
PSY3000	Critical Thinking and Problem Solving	4
SCI3050	Environmental Science	4
SOC1010	Introduction to Sociology	4
SOC3250	Introduction to Ethnic Studies	4
SPC1010	Presentation Skills	4
Number of Cred	it/Clock Hrs. in Specialty: 114 / 180 Percenta it/Clock Hrs. in General Courses: 56 / 180 Percenta	
If applicable: Number of Cred	it/Clock Hrs. in Liberal Arts: 10 / 180 Percenta	ige: 6%

FORT WAYNE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The library is located on campus. The library is open from 9:00 am - 10:00 pm Monday - Thursday and 9:00 am - 4:30 pm Friday. Additional hours will be scheduled as necessary based on student needs. The library is staffed with a full-time librarian, Audrey Daenzer. Audrey holds a MLA degree.

2. Number of volumes of professional material:

There are 56 volumes currently housed in the resource room.

Indiana Business College also provides online library resources through Library
Information Resources Network, Inc. These services currently provide resources from
Infotrac Search bank: Business and Company Resource Center with PROMT and
Newsletters, Computer Database, seven selected Custom Newspapers, Expanded
Academic ASAP, General Business File ASAP, Health and Wellness Resources Center,
Health Reference Center Academic, Literature Resource Center, Newsletters ASAP,
Opposing Viewpoints Resources Center, and the Student Resource Center-Gold;
ProQuest Direct: ABI/INFORM Dateline, ABI/INFORM Global, ABI/INFORM Trade &
Industry, Psychology Journals, and ProQuest General Reference (Research Library
Core plus 15 subject modules); The Electric Library (selected periodicals, reference
books, maps, pictures, newspapers from around the world, and transcripts of news and
public affairs broadcast); and Bowker's Books in Print.

3. Number of professional periodicals subscribed to:

The college currently subscribes to 6 professional periodicals which are available in the library.

FORT WAYNE

4. Other library facilities in close geographical proximity for student access:

The Allen County Library is located downtown with various branches throughout the city and county. The Dupont branch is 3 miles from the campus.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

FORT WAYNE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include all required documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	7	Full-time:	4	Part-time:	3

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check Full- time	one: Part- time
Audrey Daenzer	MLA	2	1.5	1	Χ	
Ann Hathaway	MPA	20	1	1		Х
Thom Hathaway	MPA	20	2	9	Х	
Karen Hirschy	MED	11	1	11		Х
Mike Lewis	BS/CPA	13	5	0	Χ	
Sherri Renz	MBA	6	3	3	Χ	
Cathleen Slayback	MLA	12	1	0		Х

INDIANAPOLIS

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Location: Southeast corner of the second floor in the Indianapolis-Downtown campus.

Hours: Monday through Thursday 8:00 AM – 9:00 PM; Friday 8:00 AM – 4:00 PM;

Saturday 9:00 AM - 1:00 PM

Librarians: Two full-time

Other Staff: Two college work study students at 20 hours per week each

2. Number of volumes of professional material:

There are currently 2600 items in the library collection.

3. Number of professional periodicals subscribed to:

There are 32 print subscriptions and thousands of periodical titles with full text accessed through Ebsco Host Electronic Databases and ProQuest.

4. Other library facilities in close geographical proximity for student access:

Indianapolis Marion County Public Library Central Library is within five blocks from the Indianapolis-Downtown campus. They have 22 branches throughout Marion county for easy access, as well as an online catalog and databases available to card holders.

Indiana University Purdue University at Indianapolis is within two miles of the Indianapolis-Downtown campus. As a state-supported institution, their library collections are available to all Indiana residents.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

INDIANAPOLIS

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

	Total # of Faculty	y in the Program:	14	Full-time:	10	Part-time:	5
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	cone:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
	M.A.	24	0.75	23	Χ	
Bray, Earnest	M.B.A.	1	2.25	1.5	Χ	
Cockrell, Felisa	M.A.	14	0.50	4		Χ
Farmer, Belinda	B.S.	4	4	0	Х	
Heavin, Diane	M.A.	5	1	0	Χ	
Jeffries, David	Ph.D.	35	11	22	Χ	
Kouns, Michael	B.A.	30	3	.6		Х
Loza, Jerry	M.S.	21	4	0		Х
Newcomb, Tom	M.B.A.	22	1	0	Χ	
Rosenthal, Penny	M.S.	4	1.50	9	Χ	
Rucker, Robyn	J.D.	8	1	0		Χ
Sear, Aaron	B.S.	6	3	0	Χ	
Tanner-Starks, Tomjari	M.A.	10	0.75	5		Χ
Walker, Edward	M.S.	20	1	0	Χ	
Wesselman, Ed	B.A.	31	2	11	Χ	

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location -- On campus and online at www.inspire.net and www.lirn.net

Hours of student access -- 8am - 10pm (Monday - Thursday) & 8am - 7pm (Friday)

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- a) overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

<u>Plans are in place to hire an individual with a Bachelor's degree to oversee the library resources at the Muncie campus. Responsibilities for this individual include:</u>

- a) providing assistance to students and faculty of the Muncie campus with library usage;
- b) providing assistance to faculty of the Muncie campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Director of Education to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.
- 2. Number of volumes of professional material:

372

Indiana Business College also provides online library resources through Library
Information Resources Network, Inc. These services currently provide resources from
ABI/INFORM GLOBAL and ProQuest Reference Library.

- 3. Number of professional periodicals subscribed to:
- **4. Other library facilities in close geographical proximity for student access:** Muncie Public Library -- Kennedy Branch

Bracken Library -- Ball State University campus

Muncie Public Library -- Main Branch

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.
** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	9	Full-time:	4	Part-time:	5	
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching at Your	# Years Teaching	Check	
(Alphabetical Order)	Diploma Earned	Experience in Specialty	School	at Other	Full- time	Part- time
Clamme, Shay	MPA	6 years	1 yr 6 mon	1		Х
Coon, Bonnie	MA	11 years	1 yr 3 mon	4		Х
Cross, Christopher	MBA	11 years	1 yr 6 mon	0		Х
Gerber, Cynthia	MA	7 years		1		
Newell, Michael	AAS	12 years	6 yr 7 mon	7	Χ	
Reason, David	MA	33 years	New	33		Х
Roach, Diana	ВА	12 years	7 years	0	Χ	
Stelter, Tyler	ВА	0	1 yr 6 mon	0		Х
Wright, J.E.	MBA	20 yrs	18 yrs	0	Χ	

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location --The campus library is conveniently located near the front office on the north side of the building.

<u>Hours of student access --The campus library is open Monday thru Thursday from 8:00 a.m. - 7:00 p.m. and Friday from 8:00 a.m. - 5:00 p.m.</u>

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- <u>a) overseeing and assessing all existing physical and virtual library resources for all Indiana</u> Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

Indiana Business College-Terre Haute employs a professioanly trained librarian with a masters degree in Business Education. This person has significant research experience in the past. Responsibilities for this individual include:

- a) providing assistance to students and faculty of the Terre Haute campus with library usage;
- b) providing assistance to faculty of the Terre Haute campus with instructional resources;
- c) maintaining a system to document utilization of library resources:
 - d) working with faculty and the Dean to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of system of classification, organization of holdings, tracking of inventory, etc.

2. Number of volumes of professional material:

The Terre Haute campus currently has 702 volumes of business related materials and other reference related items.

<u>Indiana Business College also provides online library resources through LIRN, Inspire, Ebsco</u> Databases, First Research, Hoovers, and Indiana Business Builder.

Five hundred dollars per month has been allocated for the continued expansion of onsite library holdings. The campus librarian will continue meeting with faculty members to

solicit input and feedback regarding current holdings and to determine future acquisitions.

3. Number of professional periodicals subscribed to:

The campus currently subscribes to 5 professional periodicals. The Librarian is in the process of obtaining faculty input as to which Criminal Justice periodicals to subscribe to.

4. Other library facilities in close geographical proximity for student access:

The Vigo County Public Library has 4 branches in close geographical proximity:

Main Branch, One Library Square, Terre Haute, IN

East Branch, Meadows Shopping Center, Terre Haute, IN

South Branch, Southland Shopping Center, Terre Haute, IN

North Branch, Plaza North Shopping Center, Terre Haute, IN

West Branch, 626 West National Avenue, West Terre Haute, IN

The Brazil Public Library, 204 North Walnut Street, Brazil, IN

Marshall Public Library, 612 Archer Avenue, Marshall, IL

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	6	Full-time:	2	Part-time:	4
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Bottomley, Sara	МВА	14	6	0	Χ	
	MS	6	<1	6		Х
	MBA	8	2	2		Χ
Schmidt, Jessica	MS	8	3	5	Χ	
Wickware, Barry	MS	6	<1	0		Χ
						_

Criminal Justice 180 Credit Hour Bachelor Degree Program May 13, 2008

	Required Major Courses	<u>Credits</u>	Required General Education Courses	Credits
BUS2600	Career Development	2	CHM1150 Chemistry	4
CJ1000	Introduction to Criminal Justice	4	COM1050 Composition I	4
CJ1100	Introduction to Corrections	4	COM2060 Composition II	4
CJ1210	Juvenile Justice	4	COM3150 Advanced Composition	4
CJ1300	Criminology	4	HUM3050 Introduction to Humanities	4
CJ1500	Introduction to Law Enforcement	4	MAT2950 Introductory Algebra	4
CJ2050	Legal Research and Writing	4	MAT3010 College Algebra	4
CJ2220	Criminal Investigations	4	POL3100 American Government	4
CJ2250	Criminal Justice Ethics	4	PSY1060 Psychology	4
CJ2350	Introduction to Criminal Courts	4	PSY3000 Critical Thinking and Problem Solving	4
CJ2400	Criminal Law and Procedure	4	SCI3050 Environmental Science	4
CJ2450	Cybercrime	4	SOC1010 Introduction to Sociology	4
CJ2500	Criminal Justice Forensics	4	SOC3250 Introduction to Ethnic Studies	4
CJ3000	Criminal Justice Research Methods	4	SPC1010 Presentation Skills	4
CJ3100	History of Criminal Justice	4		
CJ3300	Interview and Interogation Tech.	4		56
CJ3500	Drugs, Alcohol and Crime	4		
CJ4100	Homeland Security and Terrorism	4		
CJ4100	Community Policing	4	Courses listed in italics are required for the	
CJ4200	Probation and Parole	4	Associate of Applied Science in Criminal Justice	
CJ4300	Courts and Social Policy	4	Degree (96 Credit Hours)	
CJ4500	Advanced Criminal Justice Forensics	4		
C4900	Comparative C.J. Systems or	4		
INT4100	Criminal Justice Internship	7		
CPU1000	Comp. and Office Automation	4		
CPU2120	Word Processing	4		
KEY1010	Keyboarding	2		
LEG1010	Business Law	4		
MAT1050	Business Math	4		
MAT3400	Criminal Justice Applied Statistics	4		
MGT2000	Management	4		
MGT2150	Group Dynamics	4		
PSY1050	Strategies for Success	4		

CRIMINAL JUSTICE

Bachelor of Science Degree Program School of Criminal Justice

The mission of this program is to provide students with a systems perspective of the criminal justice system, including law enforcement, courts, and corrections. The program is designed to produce graduates who are able to utilize their systems perspective of all relevant aspects of the criminal justice system to create appropriate professional decision making at all levels of criminal justice. Upon successful completion of the program, graduates can pursue entry-level positions with local and regional law enforcement, correctional agencies, and other criminal justice organizations with eventual advancement to state and federal positions in all aspects of criminal justice. The major competencies of the criminal justice bachelor degree graduate include knowledge of the criminal justice system and the law, the theoretical causes of criminality, the methods of criminal justice policy research, as well as aspects of professionalism and ethics for criminal justice practitioners.

Course No.		Quarter edit Hours
BUS2600	Career Development	2
CHM1150	Chemistry @	4
CJ1000	Introduction to Criminal Justice †	4
CJ1100	Introduction to Corrections †	4
CJ1210	Juvenile Justice †	4
CJ1300	Criminology †	4
CJ1500	Introduction to Law Enforcement †	4
CJ2050	Legal Research and Writing †	4
CJ2220	Criminal Investigations †	4
CJ2250	Criminal Justice Ethics †	4
CJ2350	Introduction to Criminal Courts †	4
CJ2400	Criminal Law and Procedure †	4
CJ2450	Cybercrime †	4
CJ2500	Criminal Justice Forensics †	4
CJ3000	Criminal Justice Policy	
	Research Methods †	4
CJ3100	History of Criminal Justice †	4
CJ3300	Interview and Interrogation Techniques	† 4
CJ3500	Drugs, Alcohol and Crime †	4
CJ4010	Homeland Security and Terrorism †	4
CJ4100	Community Policing †	4
CJ4200	Probation and Parole †	4
CJ4300	Courts and Social Policy	4
CJ4500	Advanced Criminal Justice Forensics †	4
COM1050	Composition I @	4
COM2060	Composition II @	4
COM3150	Advanced Composition @	4
CPU1000	Computers and Office Automation	4
CPU2120	Word Processing	4
HUM3050	Introduction to Humanities @	4
INT4100 OR	Criminal Justice Internship OR	
CJ4900	Comparative Criminal Justice Systems	
KEY1010	Keyboarding I	2
LEG1010	Business Law	4
MAT1050	Business Math †	4
MAT2950	Introductory Algebra @	4
MAT3010	College Algebra @	4
MAT3400	Criminal Justice Applied Statistics	4
MGT2000	Management	4
MGT2150	Group Dynamics	4
POL3100	American Government @	4
PSY1050	Strategies for Success	4
PSY1060	Psychology @	4
PSY3000	Critical Thinking and Problem Solving	@ 4

SCI3050	Environmental Science @	4
SOC1010	Introduction to Sociology @	4
SOC3250	Introduction to Ethnic Studies @	<u>4</u>
SPC1010	Presentation Skills @	<u>4</u>
		180

[†] Core Courses @ General Education Courses

INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution	Indiana Business College - Evansville, Fort Wayne, Indianapolis, Muncie, Terre Haute								
Name of Program	Healthcare Management								
Level of Degree (AAS	S, AS, AA,	BAS, BA, BS	, MBA, MAS, MA	, MS, Ph.D.)	BS				
Name of Person Prep	eparing this Form Krystal Belton								
Telephone Number		317-6	317-656-4721		ion Type				
Date the Form was Pr	epared	Decemb	er 29, 2008	New	Renewal				

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Health Care Management program provides students with an overview of accounting, marketing, finance, law and management to prepare them for managerial positions within the health care industry. Students will develop knowledge and skills in research, critical thinking, problem solving and current technology for application and use in a health care setting. Students will foster teamwork through classroom activities and develop leadership skills through involvement with health services institutions and professional organizations. Professional ethics, and its application with the health care business environment, is also targeted.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PRO	GRAM:	Healthcare Manag	gement			
TOTAL COURS	E HOURS:	180	Check one:	Quarter F Semester Clock Hot	Hours	
LENGTH OF PROGRAM:		45 Months	TUITION:			
SPECIALTY CO	OURSES:					
Course <u>Number</u>	Course <u>Title</u>				Course <u>Hours</u>	
ACC1010	Accountin	g I			4	
FIN2000	Introduction	n to Finance			4	
FIN3500	Finance for Managers				4	
HCM3100	Designing the Health Services Organization				4	
HCM3250	Ethics, Policy and Value Challenges in Health Care				4	
HCM3400	Organization of Health Services in the United States				4	
HCM3650	Applying Theory to Practice				4	
HCM4050	Design an	d Implementation of	Health Care Initiative	S	4	
HCM4100	•	onal Effectiveness l	Γhrough Efficient Heal	th	4	
HCM4250	Health Se	rvices in Society			4	
HCM4400	Quality and Assessment in Health Care				4	
HCM4650	Applying Theory to Practice – Capstone				4	
INS1220	Basic Insu	rance			4	
KEY1010	Keyboardi	ng I			2	
LEG1020	Medical La	aw and Ethics OR				
NUR2100	Health	Promotion & Manag	gement of Care		4	
LEG3400	Manageria	al Applications of He	alth Services Law		4	
MAT1050	Business	Math OR				

SPECIALTY COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>	
MAT1100	Medical Calculations	4	
MED1010	Medical Terminology OR		
NUR1010	Nursing Fundamentals	4	
MED1140	Pharmacology	4	
MED2200	Medical Office Administration	4	
MED2320	Health Information Management	4	
MGT2000	Management	4	
MGT2150	Group Dynamics	4	
MGT3250	Organizational Behavior	4	
MKG1200	Marketing	4	
PHY1020	Anatomy and Physiology I	4	
PHY1030	Anatomy and Physiology II	4	
PHY1260	Pathophysiology OR		
NUR1050	Adult Health & Illness I	4	
	Elective	4	
-			

GENERAL EDUCATION / LIBERAL ARTS COURSES:

Course <u>Number</u>	Course <u>Title</u>	Course <u>Hours</u>
BUS2600	Career Development	2
CPU1000	Computers and Office Automation	4
PSY1050	Strategies for Success	4
BUS2050	Economics	4
COM1050	Composition I	4
COM2060	Composition II	4
COM3150	Advanced Composition	4
HUM3050	Introduction to Humanities	4
MAT2950	Introductory Algebra	4
MAT3010	College Algebra	4
MAT3650	Statistics	4
PSY1060	Psychology	4
PSY3000	Critical Thinking and Problem Solving	4
SCI3050	Environmental Science	4
SCI3100	Principles of Nutrition	4
SPC1010	Presentation Skills	4
	General Elective	4
	it/Clock Hrs. in Specialty: 114 / 180 Percenta it/Clock Hrs. in General Courses: 56 / 180 Percenta	
If applicable: Number of Credi	it/Clock Hrs. in Liberal Arts:10 /180 Percenta	ge:6%

EVANSVILLE

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

4601 Theater Drive

Evansville, IN 47715

8 am - 10 pm Monday - Thursday; 8 am - 4 pm Friday

One full-time librarian; one part

2. Number of volumes of professional material:

437 books/video material

Over 382 periodicals

3. Number of professional periodicals subscribed to:

8 professional periodicals

4. Other library facilities in close geographical proximity for student access:

Evansville Vanderburgh Public Library

Oaklyn Branch

3001 Oaklyn Drive

Evansville, IN 47711

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

EVANSVILLE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: 14 Full-time: 11	Part-time:	3
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Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check one:	
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Chase, Kimberly	BS	17	3 mos.	4	Х	
Crowe, Lindsey	MBA	7	1.5		Х	
Elkin, Leslie	BS	15	3.5		Х	
Emge, Brenda	AAS	12	7		Χ	
Ettensohn, Tracie	BS	17	8		Х	
Fiala, Kate	MBA	29	3		Х	
Harper-Sperry, Angela	BS	23	7			Х
King, Mark	MS	15	5		Χ	
Kolich, Kevin	BS	23	11	3	Χ	
Ligon, Carol	MBA	25	5	7	Χ	
Norman, Deb	МНА	27	9			Х
Riley, Pat	MBA	29	11	3.5	Χ	
Sidenbender, LaDonna	BS	4	3			Χ
Walton, Amanda	MS	8	3		Χ	

Fort Wayne

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

The library is located on campus. The library is open from 9:00 am - 10:00 pm Monday - Thursday and 9:00 am - 4:30 pm Friday. Additional hours will be scheduled as necessary based on student needs. The library is staffed with a full-time librarian,

Audrey Daenzer. Audrey holds a MLA degree.

2. Number of volumes of professional material:

There are 56 volumes currently housed in the resource room.

Information Resources Network, Inc. These services currently provide resources from Infotrac Search bank: Business and Company Resource Center with PROMT and Newsletters, Computer Database, seven selected Custom Newspapers, Expanded Academic ASAP, General Business File ASAP, Health and Wellness Resources Center, Health Reference Center Academic, Literature Resource Center, Newsletters ASAP, Opposing Viewpoints Resources Center, and the Student Resource Center-Gold; ProQuest Direct: ABI/INFORM Dateline, ABI/INFORM Global, ABI/INFORM Trade & Industry, Psychology Journals, and ProQuest General Reference (Research Library Core plus 15 subject modules); The Electric Library (selected periodicals, reference books, maps, pictures, newspapers from around the world, and transcripts of news and

public affairs broadcast); and Bowker's Books in Print.

3. Number of professional periodicals subscribed to:

The college currently subscribes to 6 professional periodicals which are available in the
library.
4. Other library facilities in close geographical proximity for student access:
The Allen County Library is located downtown with various branches throughout the city
and county. The Dupont branch is 3 miles from the campus.
If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.
Doc.: degreappform.doc

FORT WAYNE

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor.

** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # of Faculty in the Program: 8 Full-time: 5 Part-time: 3

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Audrey Daenzer	MLA	2	1.5	1	Х	
Deborah Faulkner	AAS/CMA	21	2	0	X	
Lynda Hatfield	BA/RN	9	9	5	Х	
Richard Herman	MRE/BS	12	1	0		Х
Patricia Knaebe	MBA		7	1		Χ
Jana Rybolt	BS/RN	6	2	0	Χ	
Cathleen Scott- Slayback	MA	12	9 mos	0		Х
Allison Stucky	Certificate/LPN	11	1	0	Х	

INDIANAPOLIS

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

Location: Southeast corner of the second floor in the Indianapolis-Downtown campus.

Hours: Monday through Thursday 8:00 AM – 9:00 PM; Friday 8:00 AM – 4:00 PM;

Saturday 9:00 AM - 1:00 PM

Librarians: Two full-time

Other Staff: Two college work study students at 20 hours per week each

2. Number of volumes of professional material:

There are currently 2600 items in the library collection.

3. Number of professional periodicals subscribed to:

There are 32 print subscriptions and thousands of periodical titles with full text accessed through Ebsco Host Electronic Databases and ProQuest.

4. Other library facilities in close geographical proximity for student access:

Indianapolis Marion County Public Library Central Library is within five blocks from the Indianapolis-Downtown campus. They have 22 branches throughout Marion county for easy access, as well as an online catalog and databases available to card holders.

Indiana University Purdue University at Indianapolis is within two miles of the Indianapolis-Downtown campus. As a state-supported institution, their library collections are available to all Indiana residents.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

Doc.: degreappform.doc

INDIANAPOLIS

IV. <u>FACULTY</u>: Attach completed Instructor's Qualification Record for each instructor. ** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.

Total # Of Faculty III the Frogram. 14 Full-time. / Fait-time. /	Total # of Faculty in the Program:	14	Full-time:	7	Part-time:	7
--	------------------------------------	----	------------	---	------------	---

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	cone:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
	M.A.T.	21	.75	2	Χ	
Byrd, Richard	M.B.A.	23	1	0	Х	
Crist, Bonnie	B.S.	8	3.75	0	Х	
Farmer, Belinda	B.S.	4	4	0	Х	
	M.D.	18	.25	1.5		X
Harris, Natalie	M.H.R.M.	5	1	0	Х	
Heavin, Diane	M.A.	5	12	1.5	Х	
	M.S.M.	16	3	7		Х
	M.B.A.	6	.50	0		Х
Ross, Bonnie	M.S.	28	.25	0		Х

Thomas, Elaine	M.B.A.	5	.75	0		Х
Wesselman, Ed	B.A.	31	2	11	Х	
Zent, Jenna	J.D.	1	.50	0		Х

MUNCIE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location -- On campus and online at www.inspire.net and www.lirn.net

Hours of student access -- 8am - 10pm (Monday - Thursday) & 8am - 7pm (Friday)

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- a) overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

<u>Plans are in place to hire an individual with a Bachelor's degree to oversee the library resources at the Muncie campus. Responsibilities for this individual include:</u>

- a) providing assistance to students and faculty of the Muncie campus with library usage;
- b) providing assistance to faculty of the Muncie campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
- d) working with faculty and the Director of Education to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
- e) management of library holdings including, but not limited to, maintenance of system of

classification, organization of holdings, tracking of inventory, etc.
2. Number of volumes of professional material:
<u>372</u>
Indiana Business College also provides online library resources through Library Information
Indiana Business College also provides online library resources through Library Information
Resources Network, Inc. These services currently provide resources from ABI/INFORM
GLOBAL and ProQuest Reference Library.
3. Number of professional periodicals subscribed to:
<u>8</u>
4. Other library facilities in close geographical proximity for student access:
4. Other library facilities in close geographical proximity for student access: Muncie Public Library Kennedy Branch
4. Other library facilities in close geographical proximity for student access: Muncie Public Library Kennedy Branch
4. Other library facilities in close geographical proximity for student access: Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus Muncie Public Library Main Branch
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus Muncie Public Library Main Branch If you have any questions pertaining to the required standards for degree granting
Muncie Public Library Kennedy Branch Bracken Library Ball State University campus Muncie Public Library Main Branch

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IV	<u>FACULTY</u> : Attach completed Instructor's Qualification Record for each instructor.	
**	Include all required documentation pertaining to the qualifications of each instructor.	

Total # of Faculty in the Program:	Full-time:	Part-time:

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or	# Years of Working	# Years Teaching	# Years Teaching	Check	one:
(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Coon, Bonnie	MA	11 years	1 yr 3 mon	4		Х
Cross, Christopher	MBA	11 years	1 yr 6 mon	0		Χ
Devinney Linda	AAS	34 years	8 mon	0		Χ
Gerber, Cynthia	MA	7 years	18 years	1		
Golden, Lisa	MBA	8 years	1 yr 3 mon	0		Х

Hall, Nicole	AAS	10 years	3 yr 8 mon	0	Х	
Hall, Tamara	AAS	2 yrs 4 mon	1 yr 3 mon	0		Х
Kidd, Tamara	BS	15 years	1 yr	1 yr 4 mon		Х
Miller, Eric	MA	10 years	New	2 yr 6 mon		Х
Newell, Michael	AAS	12 years	6 yr 7 mon	7	Χ	
Reason, David	MA	33 years	New	33		Х
Roach, Diana	BA	12 years	7 years	0	Χ	
Shackelford, Ray	BS	12 years	1 yr 3 mon	0		Х
Stelter, Tyler	BA	0	1 yr 6 mon	0		Χ
Wright, J.E.	MBA	20 years	18 yr	0	Х	

TERRE HAUTE

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff: Location --The campus library is conveniently located near the front office on the north side of the building.

Hours of student access -- The campus library is open Monday thru Thursday from 8:00 a.m. - 7:00 p.m. and Friday from 8:00 a.m. - 5:00 p.m.

Indiana Business College employs a professionally trained librarian with a masters degree in Library Sciences. This individual is employed by the Indianapolis campus located at 550 E. Washington Street in Indianapolis. As the lead librarian for all Indiana Business College locations, this individual is charged with the responsibility of:

- a) overseeing and assessing all existing physical and virtual library resources for all Indiana Business College campus locations;
- b) oversight and management of all future acquisitions;
- c) coordinating quarterly meetings with all Indiana Business College library personnel;
- d) assist with the hiring and performance assessment of library personnel for all Indiana Business College locations; and
- e) training for library personnel within the Indiana Business College system.

Indiana Business College-Terre Haute employs a professioanly trained librarian with a masters degree in Business Education. This person has significant research experience in the past. Responsibilities for this individual include:

- <u>a)</u> providing assistance to students and faculty of the Terre Haute campus with library usage;
- b) providing assistance to faculty of the Terre Haute campus with instructional resources;
- c) maintaining a system to document utilization of library resources;
 - d) working with faculty and the Dean to assist in the assessment of the adequacy of available resources, while gathering input from faculty regarding requests for future acquisitions to be considered; and
 - e) management of library holdings including, but not limited to, maintenance of

system of classification, organization of holdings, tracking of inventory, etc.

2. Number of volumes of professional material:

The Terre Haute campus currently has 702 volumes of business related materials and other reference related items.

<u>Indiana Business College also provides online library resources through LIRN, Inspire, Ebsco Databases, First Research, Hoovers, and Indiana Business Builder.</u>

Five hundred dollars per month has been allocated for the continued expansion of onsite library holdings. The campus librarian will continue meeting with faculty members to solicit input and feedback regarding current holdings and to determine future acquisitions.

3. Number of professional periodicals subscribed to:

The campus currently subscribes to 19 professional periodicals.

4. Other library facilities in close geographical proximity for student access:

The Vigo County Public Libr			<u>e geographic</u>	al proximity:	
Main Branch, One Library S East Branch, Meadows Sho			INI		
South Branch, Southland Sh	nopping Cen	iter, Terre Haut	e, IN		
North Branch, Plaza North S	Shopping Ce	enter, Terre Hau	ute, IN		
West Branch, 626 West Nat					
The Brazil Public Library, 20 Marshall Public Library, 612					
Maishan abno Eleren,,	AIGIO:	IIUG, IVIGIO.IG,	<u> L</u>		
If you have any questions		to the required	d standards	for degree (granting
approval, please refer to 5	70 IAC 10.				
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Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com	npleted Inst				
Doc.: degreappform.doc	npleted Inst				
Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com ** Include all required documents.	npleted Inst mentation pe	ertaining to the	e qualification	ons of each	instructor.
Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com	npleted Inst mentation pe	ertaining to the	e qualification	ons of each	
Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com ** Include all required documents Total # of Faculty in the Facu	pleted Instr mentation po Program: _	ertaining to the	e qualification	ons of each	instructortime: 3
Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com ** Include all required documents.	pleted Instr mentation po Program: _	ertaining to the	e qualification	ons of each	instructortime: 3
Doc.: degreappform.doc TERRE HAUTE IV. FACULTY: Attach com ** Include all required documents Total # of Faculty in the Facu	pleted Instr mentation po Program: _	ertaining to the	e qualification	ons of each	instructortime: 3

(Alphabetical Order)	Diploma Earned	Experience in Specialty	at Your School	at Other	Full- time	Part- time
Bottomley, Sara	MBA	14	6	0	Х	
	MS	6		6		Х
	MBA	8				Х
Reed, Steven	MHA	25	<1	0		Х
Schmidt, Jessica	MS	8	3	5	Х	
Woods, Marsha	MPH	19	5	8	Х	

Health Care Management Bachelor of Science Degree Program

School of Health Sciences

The Health Care Management program provides students with an overview of accounting, marketing, finance, law and management to prepare them for managerial positions within the health care industry. Students will develop knowledge and skills in research, critical thinking, problem solving and current technology for application and use in a health care setting. Students will foster teamwork through classroom activities and develop leadership skills through involvement with health services institutions and professional organizations. Professional ethics, and its application with the health care business environment, is also targeted.

ACC1010	Accounting I	4
BUS2050	Economics @	4
BUS2600	Career Development	2
COM1050	Composition I @	4
COM2060	Composition II @	4
COM3150	Advanced Composition @	4
CPU1000	Computers and Office Automation †	4
CPU2120	Word Processing	4
CPU2200	Spreadsheets	4
FIN3500	Finance for Managers †	4
HCM3100	Designing the Health Services Organization †	4
HCM3250	Ethics, Policy and Value Challenges in Health Care †	4
HCM3400	Organization of Health Services in the United States †	4
HCM3650	Applying Theory to Practice †	4
HCM4050	Design and Implementation of Health Care Initiatives †	4
HCM4100	Organizational Effectiveness Through Efficient Health	
	Services Management †	4
HCM4250	Health Services in Society †	4
HCM4400	Quality and Assessment in Health Care †	4
HCM4650	Applying Theory to Practice – Capstone †	4
HUM3050	Introduction to Humanities @	4
INS1220	Basic Insurance †	4
KEY1010	Keyboarding I	2
LEG1020 OR	Medical Law and Ethics †	
NUR2100	Health Promotion & Management of Care	4
LEG3400	Managerial Applications of Health Services Law +	4
MAT1050 OR	Business Math	
MAT1100	Medical Calculations	4
MAT2950	Introductory Algebra @	4
MAT3010	College Algebra @	4
MAT3650	Statistics @	4
MED1010 OR	Medical Terminology +	
NUR1010	Nursing Fundamentals	4
MED2200	Medical Office Administration	4
MED2210	Medical Office Software	4

MED2320	Health Information Management †	4
MGT2000	Management	4
MGT3250	Organizational Behavior +	4
MKG1200	Marketing	4
PHY1020	Anatomy and Physiology I	4
PHY1030	Anatomy and Physiology II	4
PHY1260 OR	Pathophysiology	
NUR1050	Adult Health & Illness I	4
PSY1050	Strategies for Success	4
PSY1060	Psychology @	4
PSY3000	Critical Thinking and Problem Solving @	4
SCI3050	Environmental Science @	4
SCI3100	Principles of Nutrition @	4
SPC1010	Presentation Skills @	4
	Elective	4
	General Education Elective @	<u>4</u>
		180

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: B	Ballinger		Stanley	Michael			
(Last)			(First)	(Middle)			
NAME OF INS	STITUTION:	Indiana	Business College				
		Names	of Courses Taught:				
Business Math	1						
_							
Source of			Area or Subject of	Period of A	Attendance		
Training/Educ	cation L	ocation	Training/Education	From:	То:		
Ball State Univers	sity M	uncie, IN	Industrial Ed/Mathematics	09/1972	02/1980		
Ball State Univers	sity M	uncie, IN	Industrial Ed/Mathematics	03/1970	02/1973		
Applicable			Exact Nature of	Employment Period			
Experience	L	ocation	Experience	From:	To:		
Mary Rigg Center	· In	dianapolis	Taught algebra/math	1997	2007		
Ivy Tech State Co	ollege In	dianapolis	Instructor	1991	1996		
Clark College	In	dianapolis	Department Chiar/CPU	1985	1991		

1981

1983

Indianapolis

Pontiac Business Institute

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

	arnaro .ast)		(First)	(Middle)	
/			(1 1134)	(missio)	
NAME OF INS	TITUTIC	ON: Indiana B	usiness College		
		Names o	f Courses Taught:		
Fundamentals	of Comr	nunications, Commu	unication I		,
		•			
	,		i kana dan kanana da da da kanan		
		T		1	
Source of			Area or Subject of	Period of A	Attendance
Training/Educ	ation	Location	Training/Education	From:	To:
University of India	napolis	Indianapolis, In	B.S. English	1965	1969
IUPUI	<u></u>	Indianapolis, IN	B.S. Education	1972	1976
			r werker bereit in der eine Bereit von der Sterne Bereit von der Sterne Bereit von der Sterne Bereit von der s		
				Employme	
Applicable Experience		Location	Exact Nature of Experience	From:	To:
NWCS. D Shelby	County	Shelby County	English/ lang. arts teacher	1969	2005
HAAACS, D SHEIDY	County	Cherry County	Linguistivitatig, arts teacher	1309	2000

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME: Best		Norman	Wilbur	
(Las	t) ξ _{t,ν}	(First)	(Middle)	
NAME OF INSTIT	UTION: Indiana Bus	siness College		
34,434,1334	Names of C	Courses Taught:		
Accounting II				
Business Math	H Type			
Accounting I	1.6			
	*,			
**************************************				*

	- vi			
			Period of A	ttendance
Source of Training/Education		Area or Subject of Training/Education	From:	To:
University of Indianap	olis Indianapolis, IN	Masters in Teaching	1/02	5/05
Indiana University	Ft. Wayne	B. S. in Accounting	1/69	5/71
Indiana University	Bloomington, IN	Gen Ed	9/63	1/65
· · · · · · · · · · · · · · · · · · ·				V V
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
Bishop Chatard High School	Indianapolis, IN	Teaching - Business	8/05	6/07
Safeco Insurance Company	Indianapolis, IN	Accountant	5/97	1/02
American States Insurance Company	Indianapolis, IN	Accountant	6/93	5/97

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

Source of

Bottomley

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Sara

Germain

(Last)	(First)	(Middle)
NAME OF INSTITUTION:	Indiana Business College	
	Names of Courses Taught:	
	Names of Courses Taugnt.	
ACC101, Accounting I; ACC10	2, Accounting II; ACC105, Payroll/	10 Key; ACC107, Income Tax;
ACC115, Computerized Accou	nting; ACC201, Accounting III; AC	C202, Cost Accounting;
ACC240, Intermediate Accoun	ting I; ACC250, Intermediate Acco	unting II, MAT105, Business
Math; BUS205, Economics;		
		Period of Attendance

Training/Education	Location	Training/Education	From:	To:
Indiana Wesleyan University	Marion, IN	Business	2004	2006
Indiana State University	Terre Haute, IN	Accounting	1982	1986
			Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	То:
Indiana Business College	Terre Haute, IN	Instructor	2002	Present
Terre Haute Heart Center	Terre Haute, IN	Collections Supervisor	1988	2002
Terre Haute Heart Center	Terre Haute, IN	Collections Supervisor	1988	2002

Area or Subject of

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

ZMCPL

ZMCPL

Vectron Gas Company

Baker & Daniels Law Firm

Bradberry

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Nicol

(First)

(Middle)

12/2005

04/2002

01/2001

11/1995

Present

12/2005

10/2001

01/2000

NAME OF INSTITUTION	ON: Indiana B	susiness College		
	Namos o	f Courses Taught:		
Computers and Office		r Courses Taugnt.		
Composition I and II				
Fundamentals of Com	munications			
Source of Training/Education	Location	Area or Subject of Training/Education	From:	Attendance To:
Martin University	Indianapolis, IN	Business Administration	09/1999	05/2005
Indiana Wesleyan University	Indianapolis, IN	Management	04/2007	11/2008
Applicable		Exact Nature of	Employment Period	
Experience	Location	Experience	From:	To:

Assisted legal

administration

Indianapolis, IN

Indianapolis, IN

Indianapolis, IN

Indianapolis, IN

Supervisor, train staff, conduct meetings

Dispatcher for Technicians

/emergency gas problems

Clerk III Customer Service/train junior clerks

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:	Bray	Earnest	L
	(Last)	(First)	(Middle)
NAME OF	INSTITUTION:	Indiana Business College	
		Names of Courses Taught:	
Marketing			
Manageme	ent		
Leadership	0		
Fundamen	ntals of e-Business		
Employee	Benefits		
Principles	of Business		

0		Anna an Ordeland of	Period of Attendance		
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Indiana Institute of					
Technology	Indianapolis, IN	Business Administration	05/1995	05/2003	
Applicable		Exact Nature of	Employme	nt Period	
Experience	Location	Experience	From:	To:	
Indiana Business College	Indianapolis, IN	Full time faculty	09-2006	Present	
Kelly Services/Chase		Research to determine 2 nd			
Bank	Indianapolis, IN	mortgages	08-2006	09-2006	
Oakland City University	Indianapolis, IN	Adjunct Instructor	09-2005	12-2005	
Ivy Tech Community					
College	Indianapolis, IN	Adjunct Instructor	01-2004	05-2005	

Burgess

NAME:

INDIANA COMMISSION ON PROPRIETARY EDUCATION

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:	Burgess		James	D.	
	(Last)		(First)	(Middle)	
				310 3 0 10 25 10 10 10 10 10 10 10 10 10 10 10 10 10	
NAME OF	INSTITUTI	ON: Indiana B	usiness College		
医是10年91	سر مرد	مستنب بسيطس			
		Names of	f Courses Taught:		
Communica	ations I				
				7/	-
				Davied of	
Source of			Area or Subject of	Period of A	Attendance
Training/Ed	lucation	Location	Training/Education	From:	To:
Indiana Wesley	an Univ	Fort Wayne, IN	Masters in Business Administration	2004	2000
			Bachelors in Business	2004	2006
Indiana Wesley	an Univ.	Fort Wayne, IN	Management	2002	2004
Indiana Wesley	ran Univ.	Fort Wayne, IN	Associates in Business Administration	1999	2002
are a server so to	1100000000000000000000000000000000000	e uzeri arang giloperis, kan aya			and the second
					3
Applicable			Exact Nature of	Employme	nt Period
Experience		Location	Experience	From:	To:
INDOT		Fort Wayne, IN	Project Management	2007	
		Tor vvayrie, in	Project Management	2007	Present
Utility Service G	Proup	N. Manchester, IN	Marketing / Administration	2001	2006
Dudles Talasaus			1	1	
Butler Telecom		Fort Wayne, IN	Operations / Consulting	1997	2001

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:	Byrd	Richard	ļ	A.
	(Last)	(First)		(Middle)
NAME OF	INSTITUTIO	N: Indiana Business Col	ege	
		Name of Occurred		
		Names of Courses	laught:	
Presentation	n Skills			
Advanced	Composition			
Environme	ntal Science			
Finance for	^r Managers			
College Alg	gebra			

			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana University	Bloomington, IN	Public Fianancial Admin	01/1978	05/1981
Purdue University	West Lafayette, IN	Elementary Education	09/1973	12/1977
Annilarida		For at National of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:
	Location Indianapolis, IN			
Experience		Experience	From:	То:
Indianapolis Public School Indiana Business	Indianapolis, IN	Experience Math Teacher	From: 08/2005	To: 05/2006

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME:

Chase

(Last)

Director of Medical Clinics

Claims Processor Trainer,

Auditor & Manager

Teacher & tutor

Insurance Claims Rep

Evansville, IN

Aurora, IL

Downers Grove, IL

Evansville, IN &

Indianapolis, IN

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Kimberly

(First)

Ann

(Middle)

11/1998

9/1995

8/1993

12/1987

6/2008

10/1998

9/1995

6/1993

NAME OF INSTITUTION	ON: Indiana E	Business College		
	Names o	of Courses Taught:		
Basic Insurance				
-				
-				
Source of		Area or Subject of	Period of A	ttendance
Training/Education	Location	Area or Subject of Training/Education	From:	To:
University of So. Indiana	Evansville, IN	BS in Education	1983	1988
Indiana State University	Terre Haute, IN	Healthcare Administration	1991	1993
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
		Managed medical		

collections

practices & billing

Medical billing &

children & adults

Trained staff to process &

School Teacher, tutor for

audit claims accurately

CON ISSION ON PROPRIETARY EDUC. 'ON

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

NAME:	Clamme	nme Shay		Ann
-	(Last)	(First)		(Middle)
NAME OF	INSTITUTION:	INDIANA BU	SINESS COLLEGE	
Specific C	ourses that You Tea	ach in Program:	CJ100 – Intro to C	riminal Justice;
CJ230 – C	onstitutional Law;	CJ235 – Intro to	Courts	UM-SULFACE AND

Source of	Location	Area or Subject of	Period of A	ttendance
Training/Education		Training/Education	From:	To:
Ball State University	Muncie, IN	MPA – CJC	8/02	5/04
Ball State University	Muncie, IN	Legal Ad. B.S.	8/97	5/01
Applicable	Location	Exact Nature of	Employme	ent Period
Experience		Experience	From:	To:
Blackford Co. School	Harford City, IN	Substitute Teacher	8/02	8/03
B.S.U.	Muncie, IN	CJC Dept. Assistant	8/02	8/03
Miller, Carson, Boxberger	Ft. Wayne, IN	Paralegal	6/99	8/02
B.S.U.	Muncie, IN	Student Paralegal	98	01

I certify that the above information is correct to the best of my knowledge.

Signature of Instructor

Signature of Instructor

215

Date

COMMISSION ON PROPRIETARY EDUCATION

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	Cockrell	Felisa	D
	(Last)	(First)	(Middle)

NAME OF INSTITUTION: Indiana Business College

Specific Courses that You Teach in Program: Advanced Composition

Source of	Location	Area or Subject of	Period of
Training/Education		Training/Education	_ Attendance_
			From: To:
University of			
Dayton	Dayton, OH	Communications	01/95 – 08/00
Ball State		General	
University	Muncie, IN	Studies/Journalism	09/81 – 08/89
Applicable	Location	Exact Nature of	Employment Period
Experience		Experience	From: To:
	Ivy Tech -	Taught English &	
Teaching	Indianapolis	Communications	08/06 - Present
	MSD – Pike		
Teaching	Township	Substitute teacher	08/04 - Present
Customer Service		Ensured inter-	
Supervisor	Indianapolis, IN	departmental aid	08/02 – 11/03
		Managed office	
Office Supervisor	Dayton, OH	staff - Training	05/94 – 06/01

I certify that the above information is correct to the best of my knowledge.				
SIGNATURE OF INSTRUCTOR	DATE			

COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

NAME: _	Coon	Bonnie	
	(Last)	(First)	(Middle)
NAME O	FINSTITUTION:	INDIANA BUSINESS COLLEGE	
Specific C	ourses that You Tea	ach in Program: SPC 101 ~ Presentation Skills	k

Source of Training/Education	Location	Area or Subject of Training/Education	Period of A	Attendance To:
Ball State Univ.	Muncie, IN	Social Work		1990
Ball State Univ	Muncie, IN	Public Service		1997
Applicable	Location	Exact Nature of	Employm	ent Period
Experience		Experience	From:	To:
Purdue Co. Extension	Portland, IN	Trainer, Facilitator, Advisor	2002	2006
Muncie Comm. Schools	Muncie, IN	Social Service Providor	1997	2001
Comprehensive Health	Muncie, IN	Therapist/Case Mgr.	1991	1995

I certify that the above information is correct to the	best of my knowledge.
Romie Conc	9/24/2007
Signature of Instructor	Date /

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Please TYPE the form.

NAME: Crist		Bonnie	Jeanne	
(Last)		(First)	(Middle)	
NAME OF INSTITU	TION: Indiana Busi	ness College		
	Names of C	ourses Taught:		
Medical Assistant E		C		
Medical Office Assis	•			
Professional Perspe	•			
<u> </u>				
Source of		Area or Subject of	Period of A	Attendance
Training/Education	n Location	Training/Education	From:	То:
Indiana Business Colleg	e Indianapolis, IN	Medical Assisting	09/2001	03/2003
HCM	Indianapolis, IN (online)	Health Care Management	04/2006	08/2008
Applicable		Event Nations of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Southside Internal Medicine	Indianapolis, IN	Front desk/Clinical	07/2004	03/2005
Indiana Internal Medicin		01: : 1	0.4 /0.000	07/0004
	e Indianapolis, IN	Clinical	01/2003	07/2004

COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

NAME: <u>Cross</u>		Christopher		Russel				
	(Last)	((First)	(Middle)				
NAME OF	NAME OF INSTITUTION:INDIANA BUSINESS COLLEGE							
Specific Co	ourses that You Tea	ach in Program:	BUS205-Econom	nics, MAT105-Business Math,				
MGT200-N	/Janagement							

Source of Training/Education	Location	Area or Subject of Training/Education	Period of From:	Attendance To:
Anderson University	Anderson, IN	Bus. Adm/MBA	8-2006	May 2008
Anderson University	Anderson, IN	B.S. Organizational Leader	2003	2006
IVTC	Muncie, IN	HVAC A.S.	1990	1992
Applicable	Location	Exact Nature of	• "	nent Period
Experience		Experience	From:	To:
Sallie Mae	Muncie, IN	Direct Bus. Collection	10/06	6/03
The Home Depot	Noblesville, IN	Demos, Promos, Sales	2003	2006
Fastenal Company	Anderson, IN	Management	1998	2003

I certify that the above information is correct to the best of my knowledge.

Signature of Instructor

Date

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

NAME:	Crowe	Lindsey		
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College		
		Names of Courses Taught:		
Advanced	Composition; Com	position I; Composition II; Economics;	Group Dynamics;	
Manageme	ent; Presentation S	kills		

			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
University of So. Ind	Evansville, IN	Masters of Business	1/2003	5/2005
Kentucky Wesleyan Coll.	Owensboro, KY	BS Business Administration	8/2001	12/2003
Madisonville Com Coll.	Madisonville, KY	Business	1/2000	5/2000
University of So. Ind	Evansville, IN	Occupational Therapy	8/1999	12/1999
			Employment Period	
Applicable		Event Nature of	Linployine	iit i ciioa
Applicable Experience	Location	Exact Nature of Experience	From:	To:
	Location Evansville, IN			
Experience		Experience Loan Processor	From:	То:
Old National Bank	Evansville, IN	Experience	From: 5/2005	To: 9/2006

MARKE.

INDIANA COMMISSION ON PROPRIETARY EDUCATION

INSTRUCTOR'S QUALIFICATION RECORD

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Please TYPE the form.

	Daenzer		Audrey	E.	
(Last)			(First)	(Middle)	
NAME OF IN	STITUTIO	ON: Indiana Busin	ness College		
		Names of Co	ourses Taught:		741
Communicati	ons II	1975 SAME TO THE	1/		
Advanced Co	mposition	n Measo Tu			
Keyboarding	1				
Machine Tran	scription				
*			N=		
	~~~	~~~			
	***	CHAT, SISSE, STANSON			
		arag d _{ist} a	) 21		
		1975 and a second		T	
Source of		7.75	A D14 F	Period of A	ttendance
Training/Edu	cation	Location	Area or Subject of Training/Education	From:	To:
University of Live	erpool	Liverpool, England	Masters of Arts	2004	2005
University of St.	Francis	Fort Wayne, IN	Bachelor of Arts	1999	2003
		191500 20000 10 20			
1 . 14.				-	
Applicable			Exact Nature of	Employme	nt Perlod
Experience		Location	Experience	From:	To:
Indiana Business	College	Fort Wayne, IN	Librarian / instructor	2007	Present
Indiana Business Brown Mackie Co				2007	Present 2008
		Fort Wayne, IN	Librarian / instructor		

# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Linda

NAME:

DeVinney

(Last)		(First)	(Middle)	
NAME OF INSTITUTIO	N: Indiana Bu	usiness College		
	Names of	Courses Taught:		
A&P I				
MOA				
				~ · •
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
Ivy Tech School of Nursing	Richmond, IN	Practical Nursing	1972	1973
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	То:
AADP	New Castle, IN	Nurse	2006	2008
New Castle Pediatrics	New Castle, IN	LPN Nursint Coordinator	2003	2006
AmeriCare	New Castle, IN	AR Assistant	1198	2003
Kim Weber, MD	New Castle, IN	Office Manager	1995	1997

### **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME: Elkin (Last)		Leslie (First)	(Middle)	
NAME OF INSTITU	TION: Indiana Ru	usiness College	(whate)	
TAME OF INOTITO	maiana Ba	Jamess Conege		
	Names of	Courses Taught:		
Composition I; Comp	position II; Economics; N	Management; Strategies for	Success	
, ,	,	, ,		
			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
University of Southern Indiana	Evansville, IN	Business Administration	8/1995	5/1999
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
Old National Bank	Evansville, IN	Mortgage processing	10/2002	6/2005
Florida Tan Center	Evansville, IN	Sales associate	10/2002	12/2004
Bank of America	St. Petersburg, FL	Mortgage processing	10/2000	10/2002
Lady Foot Locker	Evansville and FL	Manager	10/1993	10/2000

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME:

Ettensohn

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Tracie

Renee

(Last)	(Last)		(Middle)	
NAME OF INSTITUTION	ON: Indiana E	Indiana Business College		
	Names o	f Courses Taught:		
Career Development				
				_
_				
Course of		Anna an Cubia st of	Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana Business College	Indianapolis, IN	Quarterly Seminars on Career Development	2000	Present
Murray State University	Murray, KY	Merchandising/Marketing	1987	1991
			Employme	ent Period
Applicable Experience	Location	Exact Nature of Experience	From:	То:
Indiana Business College	Evansville, IN	Instructor for Career Development	2000	Present
Indiana Business College	Evansville, IN	Associate Director of Admissions	1997	2000
KMart Corp	Henderson, KY	Management	1991	1997

Management

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Belinda

(Middle)

(First)

NAME:

Farmer

(Last)

NAME OF INSTITUTION	ON: Indiana B	usiness College		
	Names of	f Courses Taught:		
PUS260 Coroor Day	alanmant			
BUS260 - Career Deve	elopment			***************************************
-				
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
Oakland City University	Oakland City, IN	Organizational Management	2002	2005
Indiana Business College	Columbus, IN	Office Systems Specialist	1997	1999
	Postanta da America de Caractería de Caracte			ALEXANDER DE
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
Indiana Business College	Indianapolis, IN	Administrative Duties/Career Services	4/1999	present
L		225		

# INSTRUCTOR'S QUALIFICATION RECORD

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# Please TYPE the form.

	Faulkner		Deborah	M.	
	(Last)		(First)	(Middle)	
NAME OF	INSTITUTI	ON: Indiana Bu	ıslness College		
				WAR TO SECTION	Karmanai
		Names of	Courses Taught:		SEALER SE
Medical Off	ice Softwa	re			
Medical Off	îce Admini	stration			
Professiona	al Perspect	ives			
Anatomy ar	nd Physiolo	av I			
		W.			
					~
-					
				,	
				Period of A	Mendance
Source of	ducation	Location	Area or Subject of		
Training/Ed	ducation	Location	Training/Education	From:	To:
		Location Fort Wayne, IN		From:	
Training/Ed			Training/Education Assoc, Science Medical		To:
Training/Ed			Training/Education Assoc, Science Medical		To:
Training/Ed			Training/Education Assoc, Science Medical		To:
Training/Ed		Fort Wayne, IN	Training/Education Assoc, Science Medical Accleting	1983	To:
Training/Ed	College	Fort Wayne, IN	Training/Education Assoc, Science Medical Accleting	1983	To: 1985
Ivy Tech State  Applicable	College	Fort Wayne, IN	Training/Education Assoc, Science Medical Assleting  Exact Nature of	1983 Employme	To: 1985 nt Perlod
Training/Ed	College	Fort Wayne, IN	Training/Education Assoc, Science Medical Assleting	1983	To: 1985
Ivy Tech State  Applicable	College	Fort Wayne, IN	Training/Education Assoc, Science Medical Assleting  Exact Nature of	1983 Employme	To: 1985 nt Perlod
Ivy Tech State  Applicable Experience	College ess College	Fort Wayne, IN  Location  Fort Wayne, IN	Training/Education Assoc, Science Medical Acceleting  Exact Nature of Experience Instructor	1983 Employme	To: 1985  nt Perlod To: Present
Applicable Experience	College ess College Northeast	Fort Wayne, IN	Training/Education Assoc, Science Medical Accleting  Exact Nature of Experience	Employme From:	To: 1985 nt Perlod To:

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME: Fiala		Katherine	B.	
(Last)		(First)	(Middle)	
NAME OF INSTITUTI	ON: Indiana Busir	ness College		
	Names of Co	ourses Taught:		
Composition I; Environ	nmental Science; Financ	e for Managers; Introduc	tion to Human	ities;
Keyboarding I; Market	ting; Statistics; Strategies	for Success; Manageme	ent	
		T		
Source of		Area or Subject of	Period of A	ttendance
Training/Education	Location	Training/Education	From:	To:
University of Arizona	Tucson, AZ	MBA Finance	1977	1979
University of Arizona	Tucson, AZ	BS Landscape Architecture	1973	1975
			Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Supervisor AT&T	Various locations in New Jersey	Training Development	7/1979	3/2003
Supervisor AT&T	Остосу	Training Development	1/1919	3/2003
	+			

#### COMMISSION ON PROPRIETARY EDUCATION

### **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	French		Michael	Wilford
	(Last)		(First)	(Middle)
	` ,		,	,
NAIVIE OF IT	12111011	ON: Indiana Business	College	
Specific Courses that You Teach in Program: Health Care Management				
Source of		Location	Area or Subject of	Period of
Training/Education			Training/Education	Attendance
J				From: To:
Indiana University		Indianapolis, IN	Medicine	09/75 – 04/79
Indiana University		Bloomington, IN	Biological Sciences	09/72 - 05/76
Applicable		Location	Exact Nature of	<b>Employment Period</b>
Experie	ence		Experience	From: To:
		Indiana Wesleyan	Teaching Health	
Adjunct fac	ulty	University	Care Mgt courses	06/07 - Present
		Indianapolis Neuro	Owned & Operated	
President		Association	a medical practice	02/90 - 12/06
I certify tha	nt the abo	ove information is corr	rect to the best of my	knowledge.

DATE

SIGNATURE OF INSTRUCTOR

#### CUMMISION ON PROPRIETARY EDUCATION

#### INSTRUCTOR'S QUALIFICATION RECORD

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Gerber, Cynthia F. /INDIANA BUSINESS COLLEGE
Name (Last. First, Middle) Name of Institution at which you teach

Software Integration, Computers and Office Automation, Word Processing, Business Office Procedures, Sales

Source of	Location	Area or Subject of	Period of attendance	
Training/Education		Training/Education	FROM	10
Ball State University	Muncie IN	B.S Management	Sep 80	May-85
Ball State University	Muncie, IN	B S Legal Administration	Aug-87	Aug-88
Ball State University	Muncie, IN	M.A. Adult Education	Sep-92	Jul-98

Applicable Experience	Location	Exact Nature of	Employ	ment
		Experience	FROM	то
Indiana Business College	Muncie, IN	Business Instructor	Feb-90	Present
Indiana Business College	Muncie IN	Business Instructor	Jan-89	Dec-89
Noble Romans	Anderson IN	Store Manager	Mar-86	Mar-87

I certify that the above information is correct to the best of my knowledge

Signature of Instructor

Jan 4, 2008

# COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

NAME:	Golden	Li	sa	
	(Last)	(	(First)	(Middle)
NAME OF	INSTITUTION:	INDIANA BU	SINESS COLLEGE	
Specific C	ourses that You Tea	ach in Program:	MGT 230 ~ Employee	e Benefits, MGT 215 ~ Group
Dynamics				

Source of Training/Education	Location	Area or Subject of Training/Education	Period of A	Attendance To:
Univ. of Phoenix	Online	MBA		2007
Northwood University	Midland, MI	Bachelor's in Business	1999	2001
Indiana Business College	Marion, IN	Assoc. in Off. Mgmt.	1994	1996
	and the state of t			
Applicable	Location	Exact Nature of	Employm	ent Period
Experience		Experience	From:	To:
Selby Martin Insurance	Muncie, IN	Marketing/Acc. Mgr.	3/06	Current
First Merchants	Muncie, IN	Manager	1/98	8/05

I certify that the above information is correct to	the best of my knowledge.
King Halan	9/24/07
Signature of Instructor	Date

### INSTRUCTOR'S QUALIFICATION RECORD

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### Please TYPE the form.

NAME:

Grabowski Jr.

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Robert

(First)

(Middle)

NAME OF INSTITUTION: Indiana Business College					
	Names of	Courses Taught:			
Technology for Manag	ers	,2			
Computers and Office	Automation				
37.5 N	F (2)				
	try to be don't see the second				
			Period of A	ttendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Indiana Inst. of Technology	Fort Wayne, IN	MBA	2004	2006	
Indiana Inst. of Technology	Fort Wayne, IN	MSM	2004	2006	
Indiana Inst. of	Fort Wayne, IN	BS in Business Admin.	2001	2004	
Technology	Fort Wayne, IN	DS III Dusiness Aumin.	2001	2004	
	THE STATE OF THE S	-comparing the contract of the			
Applicable		Exact Nature of	<b>Employment Period</b>		
Experience	Location	Experience	From:	To:	
ITT Technical Inst.	Fort Wayne, IN	Adjunct Faculty	2006	2008	
Essex Group Inc.	Fort Wayne, IN	Network Specialist	1999	Present	

#### **COMMISSION ON PROPRIETARY EDUCATION**

#### **INSTRUCTOR'S QUALIFICATION RECORD**

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NAME: Nicole Hall

NAME OF INSTITUTION: Indiana Business College

Specific Courses that You Teach in Program: Medical Law and Ethics and Medical Office Administration

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance From: To:
Ivy Tech	Muncie, IN	Medical Assisting	1991-1993
Applicable Experience	Location	Exact Nature of Experience	Employment Period From: To:
······································	<del></del>		2004 2007
Family Practice of Jay County	Portland, IN	Medical Assistant	2001-2005
Family Practice of Jay County Preferred Family Physicians	Portland, IN Portland, IN	Medical Assistant  Medical Assistant	1995-2001
County Preferred Family	•		

			<u></u>
0.00			
I certify that the above in	nformation is correct to the	e best of my knowledge.	
			11-6 55
	)		<u> </u>
STONATURE OF THETRUC	TOP		DATE

# COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

NAME:	Hall (Last)		mara First)	(Middle)
NAME C	F INSTITUTION:	INDIANA BU	SINESS COLLEGE	
Specific	Courses that You Tea	ach in Program:	INS 222~Adv. Insura	ince, INS 225 Adv. Coding
INS 205-	-Diagnostic Coding,	INS 210 ~ Proce	dural Coding	

Source of Training/Education	Location	Area or Subject of Training/Education	Period of A From:	Attendance To:
Indiana Business College	Muncie	Medical Records Technology	2004	10/2006
Applicable	Location	Exact Nature of  Experience	Employm	ent Period To:
Experience Family Vision Center	Muncie, IN	Insurance Specialist	8/2006	Current
Indiana Business College	Muncie, IN	Night Receptionist	2/06	8/06

I certify that the above information is correct to the best	of my knowledge.
Jamara L. Hall	09-24-67
Signature of Instructor	Date

#### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:

National City State Bank

Norris City, IL

Harper-Sperry

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Angela

R.

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	ON: Indiana I	Business College		
		of Courses Taught:		
	Names (	or Courses Taught.		
Accounting I				
Source of Training/Education	Location	Area or Subject of Training/Education	Period of A	Attendance To:
University of Southern Indiana	Evansville, IN	BS Management BS Accounting	8/1985 8/1985	5/1988 12/1987
Southeastern Illinois College	Harrisburg, IL	AS Accounting	1/1983	5/1985
Applicable		Exact Nature of		ent Period
Experience	Location	Experience	From:	To:
The Rehabilitation Center	Evansville, IN	Oversee all Accounts	1987	Present
National City Bank	Norris City, IL	Teller	1985	1987

Teller/Bookkeeper

1983

1985

### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:	Harris	Natalie	D.
	(Last)	(First)	(Middle)
NAME OF INSTITUTION:		Indiana Business College	
		Names of Courses Taught:	
Marketing			
Communic	cation II		
Principles	of Business		
Psycholog	у		
Training ar	nd Development		
			Period of Attendance

Source of		Area or Subject of		
Training/Education	Location	Training/Education	From:	To:
Keller Graduate School of				
DeVry University	Indianapolis, IN	Human Resources	08/2005	10/2007
		Business		
Marian College	Indianapolis, IN	Administration/Marketing		08/2005
Marian College	Indianapolis, IN	Marketing	09/1999	01/2003
Annlinghla		Event Nature of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Financial Center Federal		Business Development		
Credit Union	Indianapolis, IN	Representative	03/2006	04/2007
		Business Development		
Charter One Bank	Indianapolis, IN	Representative	04/2004	03/2006
D'' D			0.4/2002	04/2004
Pitney Bowes	Indianapolis, IN	Account Executive	04/2003	04/2004

Hatfield

NAME:

### INDIANA COMMISSION ON PROPRIETARY EDUCATION

### INSTRUCTOR'S QUALIFICATION RECORD

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Lynda

R.

(Last)	(First)	(Middle)			
NAME OF INSTITUTION:	Indiana Business College				
	Names of Courses Taught:				
Anatomy and Physiology I	The state of the s				
Medical Calculations					
Communications II					
Pathophyslology					
Strategies for Success					
	We have				
	the second of the				
	11. 11. 11. 11. 11. 11. 11. 11. 11. 11.				

mare:	10.53		Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana U. Purdue U.	Fort Wayne, IN	Bachelors Communication	1987	1995
Indiana U. Purdue U.	Fort Wayne, IN	Assoc. Nursing	1979	1983
¥.(1 :			Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Indiana Business College	Fort Wayne, IN	Instructor	1999	Present
International Business College	Fort Wayne, IN	Instructor	1995	2000
Lutheran Hospital	Fort Wayne, IN	Registered Nurse	1983	1995
Quality Care	Fort Wayen, IN	Registered Nurse	1986	1987

### INSTRUCTOR'S QUALIFICATION RECORD

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Ann

C

NAME:

Whitington Homes

Allen Superior Court

Fort Wayne, IN

Fort Wayne, IN

Hathaway

(Last)		(First)	(Middle)	
NAME OF INSTITUT	ION: Indiana	Business College		
	Names o	of Courses Taught:		
Criminal Justice Ethio				
-				
		2		
			Davied of	A 44 1
Source of Training/Education	Location	Area or Subject of Training/Education	From:	Attendance To:
Indiana University	Indianapolis, IN	Philanthropy	2000	2002
Indiana Purdue Univ.	Fort Wayne, IN	Criminal Justice Public Administration	1984	1988
Indiana University	South Bend, IN	Criminal Justice Environmental Affairs	1974	1978
Ammlinatel			Employme	nt Poriod
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Indiana Purdue Univ.	Fort Wayne, IN	Adjunct Faculty	2007	Present
Matthew 25 Health Clinic	Fort Wayne, IN	Development Director	2001	Present

Development Director

Supervision / Managment

1998

1978

2001

1998

### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:

Concordia University

Fort Wayne, IN

Hathaway

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Thomas

(Middle)

2000

2007

(First)

NAME OF INSTITUTION	ON: Indiana E	Business College		
	Names o	f Courses Taught:		
Intro. to Law Enforcem	nent			
Presentation Skills				
Criminology		20 1 20 21	2 =	
Group Dynamics				
40 0				
4				
,				
	T		T	
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
Indiana U. Purdue U.	Fort Wayne, IN	Masters of Public Admin.	1981	1988
Indiana U. Purdue U.	Fort Wayne, IN	Bachelors Criminal Justice	1978	1980
Indiana U. Purdue U.	Fort Wayne, IN	Associates Criminal Justice	1976	1978
			Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Indiana Business College	Fort Wayne, IN	Instructor / Dept. Chair	2007	Present
lvv Tech State College	Fort Wayne, IN	Instructor	1009	2004

238

Instructor

#### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:

Sylvan Learning Center

Center Grove School

Indianapolis, IN

Indianapolis, IN

Heavin

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Diane

09/1984

09/1981

01/1986

04/1985

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	<b>DN:</b> Indiana B	Business College		
	Names o	f Courses Taught:		
Presentation Skills				
Keyboarding I, II, III				
Strategies for Success				
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
Indiana Central University	Indianapolis, IN	Elementary Education	09/1977	05/1981
University of Indianapolis	Indianapolis, IN	Elementary Education	09/1987	08/1989
Analisabi		Frank N. d.	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period
	Location Indianapolis, IN		-	

Teaching and Clerical

Student assistant/teaching

Herman

(Last)

NAME:

# INDIANA COMMISSION ON PROPRIETARY EDUCATION

### INSTRUCTOR'S QUALIFICATION RECORD

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### Please TYPE the form.

Use the <teb> key to advance to the next field, or select a field by clicking the cursor.

Richard

(Middle)

(First)

•		4		()	
NAME OF INSTITUTI	ON: Indiana Bus	iness College		W-5	
	Names of C	ourses Taught:			
Critical Thinking and F	Problem Solving				
-					
	e William on				
Source of	2 0 0		Period of A	ttendance	
Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Trinity International Univ.	Deerfield, IL	MRE - Education	1982	1986	
Taylor University	Fort Wayne, IN	BS - Pastoral Ministries	1974	1979	
Miller Millian Millian St. Co.	The Mark State State of Speed and Speed State of	Lithicacas - Spain Saltin azingai	persis the medical statement	إصبع إداة ويمضع	
Applicable		Exact Nature of	Employme		
Experience	Location	Experience	From:	To:	
Indiana Business College	Marion, IN	Executive Director	2002	Present	
Majors Medical Solutions	Fortville, IN	VP Operations / Marketing	1999	2002	
Dermatology Inc.	Indianapolis, IN	Practice Administrator	1990	1998	

### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:

Hill

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Jacqueline

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	ON: Indiana E	Business College		
	Names o	f Courses Taught:		
	Names 0	r Courses Taught.		
Organizational Behavi	or			
Management				
Wanagement				
			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana Wesleyan				
University	Marion, IN	Management	08/2006	04/2008
				nt Dariad
			<b>Employme</b>	nt Perioa
Applicable Experience	Location	Exact Nature of Experience	Employme From:	
Experience	Location Indianapolis, IN	Exact Nature of Experience Teaches medical classes for IBC	From:	То:
	Location Indianapolis, IN	Experience Teaches medical classes		
Experience		Experience Teaches medical classes	From:	То:

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#### Please TYPE the form.

NAME:

Hirschy

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Karen

(First)

(Middle)

NAME OF INSTITUTION	N: Indiana Busin	ess College		
	Names of Co	urses Taught:		
Spreadsheets				
Keyboarding I				
Fund. of Communication	ons			
			Period of A	ttendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Ball State University	Muncie, IN	Business Education	1997	2001
Liberty University	Lynchburg, VA	Business Administration	1980	1983
STATE OF THE COURT OF THE COURT		provide the state of the state		
			Employmer	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
	Location	Vocational Business	110111.	10.
Homestead High School	Fort Wayne, IN	Teacher	2002	Present
Bellmont High School	Decatur, IN	Vocational Business Teacher	1997	2002

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### Please TYPE the form.

NAME:

Horner

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

(First)

Benjamin

(Middle)

NAME OF INSTITUTION	ON: Indiana Bus	siness College- Medical Di	vision- Indiana	polis
	Names of (	Courses Tourist		
		Courses Taught:		
Math Fundamentals, C	omputers and Office A	utomation, Communicatio	n I, Presentatio	on Skills,
Presentation Skills				
0			Period of A	ttendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana University	Bloomington, IN	BA English	8/98	5/02
Applicable		Exact Nature of	Employmen	t Period
Experience	Location	Experience	From:	To:
Tutoring	Indy Parks & Rec.	After school tutoring	8/02	6/04
			1	

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### Please TYPE the form.

NAME:	_Huggins	Tammi		
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College - Medi	cal Campus	
		Names of Courses Taught:		
Fundament	tals of Math, Comm	unications I, General Chemistry, Str	ategies of Success,	
Anatomy &	Physiology I, Anato	omy & Physiology II		

Source of		Aron or Subject of	Period of Attendan	
Training/Education	Location	Area or Subject of Training/Education	From:	То:
IUPUI	Indianapolis, IN	Pharmacy Technology	3/05	5/05
ISU	Terre Haute	PhD Leadership Admin.	8/97	5/01
YSU	Youngstown	MS Biology	4/80	8/82
Clerion University	Clarion PA	BS Sec. Education BS Science	8/75	8/79
Applicable		Exact Nature of	Employmer	nt Period
Experience	Location	Experience	From:	To:
Ivy Tech	Gary, Valapariso	Teaching A&P, Med. Term	1/95	5/99
lvy Tech South Suburban College	Gary, Valapariso South Holland, IL	Teaching B.O. Human	1/95	100000
				5/99 5/94 6/86

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### Please TYPE the form.

NAME:	Jeffries	David	C.
	(Last)	(First)	(Middle)
NAME OF	INSTITUTION:	Indiana Business College	
	43343	Names of Courses Taught:	
Strategies	for Success		
Fundamen	tals of Communica	tion	
Psycholog	у		
Business L	.aw		
-			

Source of		Avec on Subject of	Period of Attendan	
Training/Education	Location	Area or Subject of Training/Education	From:	To:
Southern Illinois University	Carbondale, IL	Ph.D. Education	1974	1976
University of Evansville	Evansville, IN	MA Business Education	01/1971	06/1972
University of Evansville	Evansville, IN	BS Business Education	06/1968	12/1970
Indiana State University	Evansville, IN	Business Education	09/1966	05/1968
Applicable		Event Nature of	Employme	nt Period
Experience	Location	Exact Nature of Experience	From:	To:
Indiana Business College	Indianapolis Campus	Faculty	09/1996	Present
Lockyear College	Evansville, IN	Instructor	1989	1993
Mount Vernon High School	Mount Vernon, IN,	Instructor	1973 1978	1976 1995
Would verilon right School	Would verilon, nv,	matractor	1070	1000

### **INSTRUCTOR'S QUALIFICATION RECORD**

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#### Please TYPE the form.

NAME:

Applicable

Experience

National Clty Bank

Bank One OPS Center

Location

Indianapolis, IN

Indianapolis, IN

Johnson

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Cleve

(Last)		(First)	(Middle)	
NAME OF INSTITUTI	ON: Indiana E	Business College - Medical Ca	ampus	
	Names o	of Courses Taught:		
Communication I, Pre	sentation Skills, Prof	essional Perspectives, Math F	undamentals	,
Keyboarding, Comput	ers Office and Autom	nation, Fundamentals of Com	munications,	
Psychology				
-				
			Daried of A	tton don o
Source of Training/Education	Location	Area or Subject of Training/Education	Period of A From:	To:
University of Indianapolis	Indianapolis, IN	Master of Arts - English	8/03	5/06
Martin University	indianapolis, IN	Bachelor of Arts - Reglious Studies	9/97	1/02

**Exact Nature of** 

Conversion Trainer

Experience

OJT Training

**Employment Period** 

To:

2/98

1991

From:

1/87

1990

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

William

NAME:	Johnson	James	William	
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College		
		Names of Courses Taught:		
MAT1050,	Business Math			

Course of		A was an Cubicat of	Period of Attendance		
Source of Training/Education	Location	Area or Subject of Training/Education	From:	То:	
Indiana State University	Terre Haute, IN	CIMT	2001	2003	
Indiana State University	Terre Haute, IN	Math Ed	1989	1992	
			<b>Employment Period</b>		
Annlicable		Exact Nature of	Employme	nt Period	
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:	
	Location Ivy Tech State College		1		
Experience		Experience	From:	То:	
Experience  Math Instructor	Ivy Tech State College	Experience  Math Instructor	From: 2006	To:	
Experience  Math Instructor  Driver's Ed Instructor	Ivy Tech State College Indiana State University	Experience  Math Instructor  Driver's Ed Instructor	From: 2006 2005	To: Present 2007	
Experience  Math Instructor  Driver's Ed Instructor  Math Instructor  Math	Ivy Tech State College Indiana State University Southwest Parke Schools	Experience  Math Instructor  Driver's Ed Instructor  Math Instructor	From: 2006 2005 2002	To: Present 2007 2004	
Experience  Math Instructor  Driver's Ed Instructor  Math Instructor  Math Remediation/Substitute	Ivy Tech State College Indiana State University Southwest Parke Schools Vigo Co. Schools	Experience  Math Instructor  Driver's Ed Instructor  Math Instructor  Math Instructor	From: 2006 2005 2002 2000	To: Present 2007 2004 2007	
Experience  Math Instructor  Driver's Ed Instructor  Math Instructor  Math Remediation/Substitute  Driver's Ed Instructor	Ivy Tech State College Indiana State University Southwest Parke Schools Vigo Co. Schools Indiana State University	Experience  Math Instructor  Driver's Ed Instructor  Math Instructor  Math Instructor  Driver's Ed Instructor	From: 2006 2005 2002 2000 2003	To: Present 2007 2004 2007 2004	

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Brian

(Eiret)

(BA: dalla)

1/06

8/04

8/99

12/07

5/06

8/04

NAME:

WTCC-Con Ed

SDMCC

WTCC- Academia

Raleigh, NC

Raleigh, NC

San Diego, CA

Jones

/l aet)

Applicable Experience		Exact Nature of	Employmer	12/98
				12/98
				12/98
				12/98
University of Missouri- Kansas City	Kansas City, MO	MA Romance Languages and Lit	1/97	
Georgia State University	Atlant, GA	BA Spanish	8/92	3/95
Training/Education	Location	Training/Education	From:	To:
Source of		Area or Subject of	Period of A	ttendance
Оранізн				
Spanish	Treatiguage, opariion	Culture and Feople, Introdu	iction to conve	cisalional
Introduction to Spanis	h Language, Spanish	Culture and People, Introdu	iction to Conv	ersational
	Names of	f Courses Taught:		
NAME OF INSTITUTI	ON: Indiana B	usiness College- Medical Di	vision- Indiana	apolis
			,	
(Lust)		(11131)	(wildale)	

Spanish Instructor

Spanish Instructor

Spanish Instructor

#### **INSTRUCTOR'S QUALIFICATION RECORD**

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Please TYPE the form. Use the <tab> key to advance to the next field, or select a field by clicking the cursor. NAME: Keves Judith (Middle) (Last) (First) NAME OF INSTITUTION: Indiana Business College **Names of Courses Taught:** Medical Teminology **Period of Attendance** Source of Area or Subject of **Training/Education Training/Education** Location From: To: Indiana Wesleyan **Business Information** University Marion, IN Systems 08/1996 12/2002 Indiana Wesleyan University Marion, IN **Business Administration** 08/2003 12/2005 **Employment Period Exact Nature of Applicable Experience Experience** Location From: To: Teaches medical classes for IBC Teaching online classes Indianapolis, IN 09/2008 Present

# COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

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NAME: _	Kidd	Та	mmy	S	
	(Last)	(	(First)	(Middle)	
NAME O	FINSTITUTION:	INDIANA BU	SINESS COLLEGE	Market 1981	
Specific C	ourses that You Tea	ch in Program:	MAT 095		

Source of	Location	Area or Subject of	Period of At	tendance
Training/Education		Training/Education	From:	To:
Ball State Univ.	Muncie, IN	Elementary Education		5/1996
Ball State Univ.	Muncie, IN	Master's in Education	8/2006	current
		emphasis in		
		Mathematics		
	Property of the Market State of the Community of the Comm			
Applicable	Location	Exact Nature of	Employmen	t Period
Experience		Experience	From:	To:
Indiana Business	Muncie, IN	Teaching	2001	2006
College		Mathematics, CPU,		
		COM, Speech,		
		Keyboarding		
Readiness School	Muncie, IN	Kindergarten teacher	9/1996	5/1997

I certify that the above inf	ormation is correct to the	he best of my knowledge.	
Inmara) O	Ka	4/3/01	
Signature of Instructor		Date	

#### **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Mark

NAME:

**Applicable** 

**Experience** 

Allied Sports

Schools

Evansville Vanderburgh School Corporation

Greater Clark County

Location

Evansville, IN

Evansville, IN

Jeffersonville, IN

(Last)		(First)	(Middle)			
NAME OF INSTITUTION	ON: Indiana B	Indiana Business College				
Names of Courses Taught:						
Computers & Office Au	utomation; Economic	s; Keyboarding I; Manageme	ent; Marketing	•		
Presentation Skills						
Source of		Avec on Subject of	Period of Attendance			
Training/Education	Location	Area or Subject of Training/Education	From:	To:		
University of Southern Indiana	Evansville, IN	Business Education	6/1999	5/2001		
Indiana State University	Terre Haute, IN	Sports Administration	1/1990	5/1992		
Indiana State University	Terre Haute, IN	Business Administration	8/1984	1/1990		

Assistant

**Exact Nature of** 

Special Education

Management, Supervision

**Experience** 

Teaching

**Employment Period** 

To:

2003

1998

1995

From:

2001

1995

1993

NAME

#### INDIANA COMMISSION ON PROPRIETARY EDUCATION

### **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

### Please TYPE the form.

NAME: Knaebe			Patricia	S.	
	(Last)		(First)	(Middle)	
NAME OF IN	STITUTIO	ON: Indiana B	usiness College		
		Names of	Courses Taught:		
Economics		- Programme and the second			
Management					
Psychology					
Fund. of Math	nematics				
		500000	***		
			AL .		
		en e			
		W 1844		T	
Source of			Area or Subject of	Period of	Attendance
Training/Edu	cation	Location	Training/Education	From:	To:
Indiana Wesleyar	Univ.	Fort Wayne, IN	Buelness Administration	1998	2000
Michigan State U	niv.	Lansing, Mi	Business	1973	1977
			16	-	
THE PROPERTY OF THE PROPERTY OF THE PARTY OF	LAUNCE WAR	FOR SHAPING AND CHARLES	THE TRY OF STREET, STR	8 异型地方,为下,0年14	CANTHER ! - CAN MATHER
Applicable			Exact Nature of	Employme	nt Period
Experience		Location	Experience	From:	To:
Ivy Tech Comm. (	College	Fort Wayne, IN	Adjunct Faculty	2001	Present
¥					

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### Please TYPE the form.

NAME:

Bryan College

Indiana Business College

St. Mary's Medical Center

Springfield, MO

Evansville, IN

Evansville, IN

Kolich

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Kevin

Anthony

2003

1994

1988

2006

2003

1998

(Last)		(First)		(Middle)	
NAME OF INSTITUTION	ON: Indiana E	Business College			
	Names o	of Courses Taught:			
Anatomy & Physiology		iology II; Keyboarding I; Phar	macology: Str	ategies	
for Success				<u> </u>	
101 0400000					
-					
			Period of A	Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Ivy Tech College	Evansville, IN	EMT	1987	1988	
College of Wooster	Wooster, OH	PE/Biology	1974	1978	
-		-			
Ampliachla		Event Nature of	Employme	nt Period	
Applicable Experience	Location	Exact Nature of Experience	From:	To:	

MPC/instructor

MPC/Instructor

**Emergency Room EMT** 

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: _	Kouns		Michael	Lynn	
	(Last)		(First)	(Middle)	
NAME OF IN	STITUTIO	N: Indiana B	susiness College		
		Names o	f Courses Taught:		
Criminal Inves	stigations				
_				Period of A	Attendance
Source of Training/Edu	cation	Location	Area or Subject of Training/Education	From:	To:
Milligan College		Miliigan College, Tennessee	Theology/History	08/1972	05/1974
A			Engal N. d	Employme	nt Period
Applicable Experience		Location	Exact Nature of Experience	From:	To:
Marion County F Services Agency		Indianapolis, IN	Technical team leader for crime scene investigations	2006	Present
Marion County S Department	Sheriff's	Indianapolis, IN	Training and administration	2003	2006
Zurich North Ame Insurance Comp	any	Indianapolis, IN	Special investigator for fraud cases	2001	2003
Marion County S	Sheriff's		Lieutenant in law		

1978

2001

Indianapolis, IN

Department

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### Please TYPE the form.

_	Lewis		Michael	E.	
	(Last)		(First)	(Middle)	
NAME OF IN	STITUTI	ON: Ind	iana Business College		
		Nan	nes of Courses Taught:		
Accounting II	*4				
Payroll Accou	nting				
Business Math	า				
			γ		
Source of			Area or Subject of	Period of	Attendance
Training/Educ	ation	Location	Training/Education	From:	To:
Kent State University	sity	Kent, OH	Bachelors Business/Acct.	1970	1974
			ACREA TO SELECT AND ACCURATE OF SERVICE		
Applicable Experience		Location	Exact Nature of	Employme	nt Period
			Experience	From:	To:
Indiana Business C	ollege	Fort Wayne, IN	Instructor / Dept. Chair	2003	Present
Penrod & George		Ohio	Staff Accountant	1999	2002
Nofziger Door Sale:	S	Ohio	General Mgr/ Controller	1995	1999
				89	

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#### Please TYPE the form.

NAME:

**Applicable** 

**Experience** 

Winona Hospital

Ivy Tech

University of Southern Ind.

Location

Evansville, IN

Evansville, IN

Indianapolis, IN

Ligon

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Carol

(First)

(Middle)

From:

1/01

1/93

8/79

To:

5/01

12/00

7/80

NAME OF INSTITUTION	ON: Indiana I	Business College		
	Namas	of Courses Tought		
	Names C	of Courses Taught:		
Basic Insurance; Codi	ng Systems; Medica	al Calculations; Pathophysiolo	gy; Pharmaco	ology;
Psychology				
			Period of A	ttendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
University of So. Indiana	Evansville, IN	MBA	1994	2001
University of Evansville	Evansville, IN	BS Health Management	1988	1992
Indiana State University	Evansville, IN	AAS Allied Health	1973	1975
Deaconess Hospital	Evansville, IN	Radiological Tech	1973	1975
			Employme	nt Period

Teaching

Teaching

**Exact Nature of** 

**Experience** 

Clinical Instructor

Radiological Tech

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME:	Loza		Jerry		
	(Last)		(First)	(Middle)	
NAME OF IN	STITUTIO	ON: Indiana Bu	siness College		
		Names of	Courses Taught:		
Database					
Software Inte	gration				
Source of			Area or Subject of	Period of A	Attendance
Training/Edu	ucation	Location	Training/Education	From:	То:
Purdue Universi	ity	West Lafayette, IN	Management	01/1998	12/2000
Purdue Universi	ity	West Lafayette, IN	Ecology, Evolution, Population Biology	08/1980	05/1984
Purdue Universi	ity	West Lafayette, IN	Computer Science	08/1984	05/1985
Annliachla			Event Nature of	Employme	nt Period
Applicable Experience		Location	Exact Nature of Experience	From:	To:
CTG		Indianapolis	Computer consulting, system analysis	01/2004	Present
SynErgon Comp Systems	outer	Kouts, IN	Consultant	03/1987	08/1995
SynErgon Comp Systems	outer	Kouts, IN	Consultant	2000	2001
SynErgon Comp	outer				

Kouts, IN

Systems

03/2002

01/2004

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#### Please TYPE the form.

NAME:

Miller

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Eric

В

		(First)		
NAME OF INSTITUTION	N: Indiana Busi	Indiana Business College		
	Names of C	ourses Taught:		
COM1050-Comp. I	, <del>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>			
			·····	
			——————————————————————————————————————	
				-
Sauras af		Area or Subject of	Period of A	ttendance
Training/Education	Location	Training/Education	From:	To:
Ball State University	Muncie, IN	MA-TEFL	1990	
			1990	1992
Olivet Nazarene University	Kankakee, IL	BA-Eng. Ed	1970	1992 1974
Olivet Nazarene University	Kankakee, IL			
Olivet Nazarene University	Kankakee, IL			
	Kankakee, IL	BA-Eng. Ed		1974
Olivet Nazarene University  Applicable Experience	Kankakee, IL  Location		1970	1974
Applicable		BA-Eng. Ed  Exact Nature of	1970 Employment	1974
Applicable Experience	Location	BA-Eng. Ed  Exact Nature of Experience	1970  Employment From:	1974  nt Period  To:
			From:	

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### Please TYPE the form.

NAME:	Myers	Margaret	Edith
	(Last)	(First)	(Middle)
NAME OF INSTITUTION:		Indiana Business College	
		Names of Courses Taught:	
ACC202, A	Accounting II; ACC1	05, Payroll 10-Key; ACC107, Income	Tax; ACC115,
Computeri	zed Accounting; AC	CC202, Cost Accounting; CSS101, Cus	stomer Service;MAT095,
Math Fund	lamentals; MAT105	, Business Math; MAT295, Introduction	n to Algebra

Course of	A Q		Period of A	Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Indiana State University	Terre Haute, IN	Business	2001	2004	
Vincennes University	Vincennes, IN	Paralegal	1998	1999	
Oakland City University	Oakland City, IN	Social Studies/Edu	1994	1998	
•					
Annliaghla		Exact Nature of	Employme	nt Period	
Applicable Experience	Location	Experience	From:	To:	
<u> </u>					
Indiana Business College	Terre Haute, IN	Instruction	2006	Present	
Indiana Business College Old National Wealth Management	Terre Haute, IN	Instruction  Portfolio Management	2006	Present Present	
Old National Wealth	,				

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### Please TYPE the form.

NAME:

Manpower

Newcomb

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

**Thomas** 

Robert

04/1986

08/1993

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	ON: Indiana B	susiness College		
	Names o	f Courses Taught:		
Advertising				
Economics				
Communication I				
Presentation Skills				
Fundamentals of eBus	siness			
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education  Business Administration/	From:	То:
Northwood University	Indianapolis, IN	Management Management	10/1993	03/2001
University of Indianapolis	Indianapolis, IN	Management	09/2003	08/2004
			Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Ford Motor Company	Indianapolis, IN	Engineer	08/1993	01/2007
. Gra Motor Dompany	maianapono, n	Liigii looi	00,1000	01/2001

Computer Engineer

Indianapolis, IN

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME:	Newell	Michael	Lee	
	(Last)	(First)	(Middle)	
NAME OF I	NSTITUTION:	Indiana Business College		
93		Names of Courses Taught:		
IT 101 ~ Co	mputing Essentials			
IT 205 ~ Co	mputer Hardware 1	Fechnologies		
IT 225 ~ Wo	orking with Network	S		
NA 210 ~ N	etwork Administrati	ion I ,		
NA 240 ~ N	etwork Administrati	ion II		
NA 250 ~ N	etwork Administrat	ion III		
NA 275 ~ N	letwork Administrat	ion and Security		

CPU 200 ~ Office Automation

Causa of		A O	Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	То:
Ivy Tech Comm. College	Muncie, IN	Automotive Engin	1987	1989
IvyTech Comm. College	Muncie, IN	Computer Information Systems	1993	1994
Northwood University	Muncie, IN	B.A. ~ Bus. Admin	2004	2006
			Employme	nt Period
Applicable		Exact Nature of	Linpioyine	
Experience	Location	Experience	From:	To:
Instructor	Hinkles & McKoy	Computer Repair Instructor	1995	1995
Instructor	lvy Tech Comm. College	Coporate Trainer ~ Certification Program	1997	2002
Instructor	Indiana Business College	Instructor/Advisor	2002	Current

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### Please TYPE the form.

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Debra

(First)

Ann

(Middle)

4/05

2001

1992

11/05

2005

2001

NAME:

Norman

(Last)

St. Elizaberh Seton Hosp

Health South Rehab Hosp

Select Hospital

Evansville, IN

Evansville, IN

Evansville, IN

NAME OF INSTITUTION	ON: Indiana	a Business College		
	Names	of Courses Taught:		
Medical Calculations: M		s; Medical Terminology; Pharm	acology	
Medical Calculations, is	Medical Law Lillic	s, Medical Terminology, Friami	acology	
			Т	
0		Anna an Outlinet of	Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	То:
Bellevue University	Bellevue, NE	Masters Health Care Adm	2005	2007
University of Evansville	Evansville, IN	AS Nursing	1979	1981
Indiana State Univ. EV	Evansville, IN	BS Life Sciences	1972	1975
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
Deaconess Gateway Hosp	Evansville, IN	Staff nurse	2005	present

Staff nurse

Education coordinator

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### Please TYPE the form.

NAME:	Popich	Pamela	G	
	(Last)	(First)	(Middle)	
NAME OF INSTITUTION:		Indiana Business College - Medic	al Campus	
		Names of Courses Taught:		
Developin	g Family/Pediatric N	Nursing		
Developin	g Family/Pediatric I	Nursing Clinical		
Psychoso	cial/Gerontologic N	ursing		
Psychoso	cial/Gerontologic N	ursing Clinical		
Adult Hea	ith and Illness III			
Adult Hea	Ith and Illness III Cl	inical		
Health Pro	omotion & Manager	nent of Care		
Health Pro	omotion & Manager	nent of Care Clinical		

			Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Ohio University	Athens, Ohio	BS Education	9/79	6/82
Mt. Carmel College/Nursing	Columbus, Ohio	Columbus, Ohio BSN		12/95
Wright State University	Dayton, Ohio	MS-Comm. Hith	6/96	6/98
Wright State University	Dayton, Ohio	MS-FNP	6/96	12/98
A	Location	Exact Nature of Experience	Employment Period	
Applicable Experience			From:	To:
Hancock Regional	Greenfield, Indiana	CICU, Peds, House Supervisor	8/05	Present
Videk Healthcare	idek Healthcare Carmel, IN		3/04	7/05
St. Elizabeth Ann Seton Hospital Carmel, IN		Team Leader	9/97	3/03
Dr. Vollrath	Indianapolis, IN	Patient Assessment & Treatment	11/00	3/01

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### Please TYPE the form.

	Reason (Last)		David (First)		∨ (Middle)	
NAME OF INSTITUTION:		Indiana Business College		(imaaio)		
		· · · · · · · · · · · · · · · · · · ·		urses Taught:		
SCI3050-Envi	ronmenta	al Science	3			
	<u> </u>					
<u> </u>			•			
	<u></u>					
<u></u>						
	JEG-777-2		***************************************			
		Location			Period of Attendance	
Source of Training/Educ			Area or Subject of Training/Education	From:	To:	
Ball State Univers	sity	Muncie, I	N	Math/Science	6/1965	6/1969
Ball State Univers	sity	Muncie, I	N	Math/Science	6/1969	6/1975
	5				10 1 33 AM 2 AM 3 AM 3 AM 3 AM 3 AM 3 AM 3 A	
					Employment Period	
Applicable Experience		Locatio	n n	Exact Nature of Experience	From:	To:
Muncie Communi	ity Sabaal	Muncie, I		teaching-math/science	1969	2002
Munice Communi				Sub. teacher	2002	
Walles Commun	TY SCHOOL	Muncie, I	14	Oub, teacher	2002	present

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# Please TYPE the form.

NAME:	Reed	Steven	Blake	
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College		
		Names of Courses Taught:		
Manageme	ent 200			
Managing i	n a Global Environ	ment 400		

			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Lant & Associates	Bryson City, N.C.	Facilitator for Spirit of Caring	11-04	5-05
Lant & Associates	Bryson City, N.C.	Facilitator Leadership Legacy	4-06	5-06
IUPUI	Indianapolis	Health Administration	8-81	12-83
Indiana Staff	Terre Haute	Management	8-77	5-81
Amaliankla		French Nature of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:
• •	Location Union Hospital, Terre Haute			
Experience	Union Hospital, Terre	Experience	From:	То:
Chief Operating Officer	Union Hospital, Terre Haute Women's Hospital,	General Executive Mgmt.	From: 2-01	<b>To:</b> 3-06

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Sherri

(First)

NAME:

Renz

(Last)

(Last)		(First)		(Middle)		
NAME OF INSTITUT	TION: Indiana	a Business College				
	Names	of Courses Taught:	<b>数数数数数</b>			
Career Development			-fick by daying	ENGS TRACE		
				-		
Source of		Area or Subject of	Period of	Attendance		
Training/Education Indiana Inst. of	Location	Training/Education	From:	To:		
Technology Indiana Inst. of	Fort Wayne, IN	Masters Business Admin.	1998	2002		
Technology	Fort Wayne, IN	Bachelors Business Admin	1994	1998		
Applicable			Employme	nt Period		
Experience	Location	Exact Nature of Experience	From:	To:		
Indiana Business College	Fort Wayne, IN	Instructor / Dir. Car. Svcs	2005	Present		
Specialty Entrance Tech	Ossian, IN	Business Consultant	2004	Present		
Michiana College	Fort Wayne, IN	Instructor	2002	2004		
				2004		

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# Please TYPE the form.

NAME: F	Riley		Patrick	iviichaei	
(	Last)		(First)	(Middle)	
NAME OF INS	STITUTIO	ON: Indiana E	Business College		
		Names o	of Courses Taught:		
Accounting I:	Introduct	ion to Finance; Keyl			
Accounting i,	miroduci	ion to Finance, Key	boarding i		
				Period of A	) ttondonoo
Source of Training/Edu	cation	Location	Area or Subject of Training/Education	From:	To:
University of Sou Indiana	thern	Evansville, IN	BS Accounting	1970	1973
University of Eva	nsville	Evansville, IN	MBA Business	1976	1980
A 12 1-1 -			Frank Nations of	Employme	nt Period
Applicable Experience		Location	Exact Nature of Experience	From:	То:
Arkla Industries		Evansville, IN	Budget Manager	1973	1978
Peabody Coal Co	ompany	Evansville, IN	Accounting Manager	1978	1995

#### **COMMISSION ON PROPRIETARY EDUCATION**

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NAME: Roach Diana

(Last) (First) (Middle)

NAME OF INSTITUTION: Indiana Business College

**Specific Courses that You Teach in Program:** 

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
rraining/Education	-	rraining/ Laucacion	From:	To:
Indiana Wesleyan	Marion, IN	Bus. Admin.	8/96	7/98
Ivy Tech	Muncie, IN	Secretarial/Admin.	8/79	5/81
				ptrawe II days
Applicable Experience	Location	Exact Nature of Experience	Employm From:	ent Period To:
Indiana Business College	Muncie, IN	Assist students/Teach	4/2003	present
Cardinal Greenway	Muncie, IN	Director of Administration	12/00	12/02
Cardinal Health Systems	Muncie, IN	Network Support	1998	2000
Ball Corporation	Muncie, IN	Admin. Asst.	1997	1998

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# Please TYPE the form.

NAME:	Robinson		Alberta	Elizabeth	
	(Last)		(First)	(Middle)	
NAME OF I	NSTITUTIO	ON: Indiana	Business College		
		Names o	of Courses Taught:		
Cost Accou	nting				
Income Tax					
Accounting	III				
Payroll/10 K	Сеу				
				T	
Source of			Area or Subject of	Period of A	Attendance
Training/Ed		Location	Training/Education	From:	To:
Indiana Wesle University	yan	Marian, IN	Management	07/2004	12/2005
University of S	aint Francis	Fort Wayne, IN	Accounting	08/1992	05/1996
Applicable			Exact Nature of	Employme	nt Period
Experience	)	Location	Experience	From:	To:
Indiana Busine	ess College	Indianapolis	Business/Accounting Instructor	01/2007	Present
Indiana Busine	ess College	Indianapolis	Adjunct teaching business	05/1997	06/2006
Ĩ				1	

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

S

NAME:	Rosenthal	Penny	S	
	(Last)	(First)	(Middle)	
NAME OF INSTITUTION:		Indiana Business College		
		Names of Courses Taught:		
Introduction	n to Fashion			
Ready to V	Vear Evaluation			
Introduction	n to Textiles			
Historical C	Costume			
Current Co	ncepts in Retail Ma	anagement		
Display De	sign			

			Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana University	Bloomington	Political Science/ Forensics	09/1979	05/1983
Indiana University	Bloomington	Art History	08/1998	08/2004
American Intercontinental University	Atlanta, GA	Fashion	08/1984	05/1986
			Employme	nt Period
Applicable		Exact Nature of	Employme	
Experience	Location	Experience	Employme From:	nt Period To:
	<b>Location</b> Indianapolis		-	
Experience Herron School of Art &		Experience Adjunct instructor in Art	From:	То:
Experience Herron School of Art & Design	Indianapolis	Experience Adjunct instructor in Art History Adjunct Instructor in Art	From: 2004	<b>To:</b> 2007

#### COMMISSION ON PROPRIETARY EDUCATION

### **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	Ross (Last)		Bonnie (First)	T. (Middle)
NAME OF IN	ISTITUTI	ON: Indiana Busines	s College	
Specific Cou	ırses tha	t You Teach in Progra	am: Principles of Nut	trition
Source Training/Ed		Location	Area or Subject of Training/Education	Period of Attendance From: To:
University o Tennessee	f	Knoxville, TN	Nutrition and Public Health	06/1979-08/1980
Purdue Univ	ersity	W. Lafayette, IN	Foods and Nutrition	09/1975-05/1979
Applica Experie		Location	Exact Nature of Experience	Employment Period From: To:
Owner of a counseling s		Indianapolis, IN	Provided lectures, nutrition counseling, etc.	01/2000-12/2006
Clinical Diet	ician	Clarian Hospital	Patient counseling, staff education	10/1980-08/1999
I certify tha	t the abo	ove information is co	rrect to the best of my l	knowledge.

SIGNATURE OF INSTRUCTOR

**DATE** 

# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

NAME:	Royer		Danny	W	
	(Last)		(First)	(Middle)	
NAME OF IN	ISTITUTIO	ON: Indiana E	Business College		
		Names o	of Courses Taught:		
Income Tax					
				1	
0			Anna an Ordhiad af	Period of A	Attendance
Source of Training/Edu	ucation	Location	Area or Subject of Training/Education	From:	To:
Lincoln Christian		Lincoln, IL	Old Testament	09/1991	05/2003
Indiana Wesleya University	an	Marion, IN	Accounting	01/1983	05/1986
Amuliaabla			Funct Nature of	Employme	nt Period
Applicable Experience		Location	Exact Nature of Experience	From:	To:
Minister of Bain			Providing worship services		
Christian Church Senior Pastor of	f Selkirk	Indianapolis	and public speaking Provided worship services	09/2007	Present
Christian Churs Office manager		Selkirk, Ontario	and public speaking  Reconciled accounts rx,	09/2003	09/2007
Memorial Charte		Springfield, IL	petty cash, monthly billing	02/2002	09/2003

### INSTRUCTOR'S QUALIFICATION RECORD

**Instructions:** Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME:	Rucker		Robyn	IVI.	
(Last)			(First)	(Middle)	
NAME OF IN	STITUTION:	Indiana B	usiness College		
		Names e	f Courses Taught:		
		Names 0	f Courses Taught:		
Criminal Law	and Procedu	ıre			
Communicati	on I				
				Pariod of /	Attendance
Source of Training/Edu	estion L	ocation	Area or Subject of Training/Education	From:	To:
_			Training/Education	FIOIII.	10.
Indiana Universi	ty In	dianapolis. IN	Law	09/1999	05/2002
Earlham College	e R	ichmond, IN	English	09/1993	05/1997
Applicable			Exact Nature of	Employme	nt Period
Experience	L	ocation	Experience	From:	To:
Indiana Supreme		dianapolis, IN	Coordinate law School Programs	05/2006	Present
Indiana Attorney Office	General's	dianapolis, IN	Appellate brief writings & coordinated victim	08/2002	05/2006
Indiana Attorney Office	General's			00,2002	
	ما ا	dianapolis, IN	Research law cases	05/2001	08/2001

Indianapolis, IN

Love Attorneys

Research law cases

08/2000

05/2000

# INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

	bolt		Jana (First)	(Middle)	
(La	ıst)		(First)	(IMILICATE)	
NAME OF INST	ITUTIO	nt: Indiana Bus	siness College		
		Names of (	Courses Taught:		
Medical Termino	ology	4			
Pharmacology					
Microblology		Jan 1981			
Psychology		101 100 Julius 100			
		,43 °C, 10			
		April 18 7 ct			
				B 1.1.5A	
Source of			Area or Subject of	Period of A	
Training/Educa	ation	Location	Training/Education	From:	To:
St. Francis Univers	lty	Fort Wayne, IN	Bachelors Nursing	1995	1999
Cally John C. C. C.				1	
			Exact Nature of	Employme	nt Perlod
Applicable Experience		Location	Experience	From:	To:
Indiane Business C	College	Fort Wayne, IN	Instructor	2008	Present
Women's Health A	dv.	Fort Wayne, IN	Office Management / RN	2002	2007
Parkview Hospital		Fort Wayne, IN	Postpertum RN	2002	2007
Brooklyn Medical A	ASBOC.	Fort Wayne, IN	Office Management / RN	2001	2002

# **INSTRUCTOR'S QUALIFICATION RECORD**

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### Please TYPE the form.

NAME:

Schafer

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

JoAnn

(Last)		(First) (Middle)		
NAME OF INSTITUTION	ON: Indiana Bu	siness College - Medical C	ampus	
	Names of	Courses Taught:		
Adult I Nursing				
	T		T	
Source of		Area or Subject of	Period of A	ttendance
Training/Education Bowling Green State	Location	Training/Education	From:	То:
University	Bowling Green, OH	B.S.N.	9/1986	5/1990
Wayne State University	Detroit, MI	M.S.N.	9/1994	5/1998
Applicable		Exact Nature of	Employmen	nt Period
Experience	Location	Experience	From:	To:
Oakland Community College	Waterford, MI	Adjunct Nursing Faculty	1/2001	9/2003
			and 9/1994	8/1998

## **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME:	Schmidt	Jessica	Ann	
	(Last)	(First)	(Middle)	
NAME OF INSTITUTION:		Indiana Business College		
		Names of Courses Taught:		
BUS100, F	Principles of Busines:	s; LEG101, Business Law; BUS200, I	- undamentals of	
e-Business	s; MGT200, Managei	ment; MGT215, Group Dynamics; MG	GT220, Leadership;	
MGT210, 7	raining and Develop	oment; COM090, Fundamentals of Co	mmunication;	
COM105, Communication I; COM206, Communication II; KEY101, Keyboarding I				

Saura of		Period Period	Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana State University	Terre Haute, IN	English Writing	2002	2008
Purdue University	West Lafayette, IN	Political Science/Psychology	1997	2001
			Employmo	nt Pariod
Applicable	Location	Exact Nature of	Employme	
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:
	Location Terre Haute, IN			
Experience Indiana Business College		Experience	From:	То:
Experience	Terre Haute, IN	Experience  Instruction	From: 2005	To:

# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

NAME:	Schmidt	Jessica	Ann		
	(Last)	(First)	(Middle)		
NAME OF INSTITUTION:		Indiana Business College			
		Names of Courses Taught:			
BUS100, P	rinciples of Busines	s; LEG101, Business Law; BUS200,	Fundamentals of		
e-Business	; MGT200, Manage	ment; MGT215, Group Dynamics; M	GT220, Leadership;		
MGT210, Training and Development; COM090, Fundamentals of Communication;					
COM105, Communication I; COM206, Communication II; KEY101, Keyboarding I					

0		Anna an Outlinet of	Period of A	Attendance
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana State University	Terre Haute, IN	English Writing	2002	2008
Purdue University	West Lafayette, IN	Political Science/Psychology	1997	2001
Applicable		Exact Nature of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:
	Location Terre Haute, IN			
Experience		Experience	From:	То:
Experience Indiana Business College	Terre Haute, IN	Experience  Instruction	From: 2005	To:

#### INDIANA COMMISSION ON PROPRIETARY EDUCATION

# INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

NAME:	Scott-Sla	ayback	Cathleen	L.	
	(Last)		(First)	(Middle)	
NAME OF I	VSTITUT	ION; Indiana Busir	ness College		
		Names of Co	ourses Taught:		
Composition	1				
Presentation	Skills				
		4000			
		15 4 5 to 27 HP 1 1 1 1 1			
		in public series	HB		
S				Period of A	Attendance
Source of Training/Edu	ucation	Location	Area or Subject of Training/Education	From:	To:
Indiana U. Purd	ue U.	Fort Wayne, IN	Masters of Liberal Arts	1992	1995
Ohio State Univ	ersity	Columbus, OH	Bachelors in Comm.	1970	1973
and the second second	2225 11 am pdate,	المالية المستخطرة المستخدرة المستخطرة المستخدرة المستخطرة المستخلي	مرده بصدر به جهائل خاد السيد . المحصلة عجيم بعمله	what the death	and the second
Applicable		120.000	Exact Nature of	Employme	nt Period
Experience		Location	Experience	From:	To:
The Literacy Alli	ance	Fort Wayne, IN	Learning Ctr. Coordinator	2006	Present
Early Childhood	Alliance	Fort Wayne, IN	Communications Coord.	1999	2007
Lassiter Advertis	sing	Auburn, IN	Copywriter / Media Buyer	1997	1999

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME:	Sears		Aaron			
	(Last)		(First)		(Middle)	
NAME OF	INSTITUTIO	ON: Indiana	Business College			
		Names	of Courses Taugh	nt:		
Criminal J	ustice Ethics	<u> </u>				
Juvenile J	ustice					
Criminal C	ourts					
Introduction	n to Sociolo	gy				
American	Government					
Source of			Area or Sub	iect of	Period of A	ttendance
Training/E		Location	Training/Edu	•	From:	To:

Ball State University	Muncie, IN	Criminal Justice	09/1990	05/1995
Kaplan College	Chicago, IL	Crimnal Justice	07/2006	Present
Applicable		Exact Nature of	Employment Period	
Applicable Experience	Location	Experience	From:	To:
Indiana Business College	Indianapolis, IN	Taught Criminal Justice	07/2006	Present
Greenwood Probation	Greenwood, IN	Support Officer	09/2005	07/2006
Hendricks County Probation	Indianapolis, IN	Support Officer	02/2004	09/2005

### INSTRUCTOR'S QUALIFICATION RECORD

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# Please TYPE the form.

NAME:

Shackelford

(Last)		(First)			
NAME OF INSTITUTION: Indiana Business College					
	Names of Co	urses Taught:		. 1:	
MED2200 Medical Off	ice Administration		·		
MED2320 Health Info	mation Management				
		W-0.2			
0		Area or Subject of	Period of A	ttendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Indiana Wesleyan	IN	Management	2003	2006	
IBC	IN	Medical Records Technology	1994	1997	
	Race TO TEST OF EAST OF EAST AND THE WAY TO				
Applicable		Exact Nature of	Employme	nt Period	
Experience	Location	Experience	From:	То:	
National Government Services	Indianapolis, IN	Prcess Claims, BSD, Manager	1997	Current	
Indiana Business College	Muncie, IN	Medical Instructor	1997	1998	
Medical Consultants	Muncie, IN	Medical Coder	1992	1997	
			***************************************		

## **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME:	Sidenber	nder	LaDonna		
_	(Last)		(First)	(Middle)	
NAME OF IN	ISTITUTIO	ON: Indiana	Business College		
		Names o	of Courses Taught:		
Medical Offic	e Adminis	stration; Psychology	1		
					_
				Period of A	Attendance
Source of Training/Edu		Location	Area or Subject of Training/Education	From:	To:
University of So Indiana	uthern	Evansville, IN	BS Psychology	1985	1990
				Employme	ent Period
Applicable Experience		Location	Exact Nature of Experience	From:	To:
Dr. Brizius & En	nbrv	Evansville, IN	Doctor's Assistant	1998	Present
Warrick Co. Sch		Newburgh, IN	Substitute Teacher	1992	1994
	.55, 55, 51		Cascinate 1 Sastion	1002	1001

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

NAME:

Sowers

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Steven

(First)

(Middle)

Human Growth & Development  Source of Training/Education Location Training/Education Purdure University West Lafayette, IN Engineering 1964 1969 Goddard College Plainfield, VT Counseling 2001 2003  Applicable Experience Location Experience Ex	01 011	ON: Indiana Bu	siness College - Medical C	ampus	
Source of Training/Education Location Training/Education From: To:  Purdure University West Lafayette, IN Engineering 1964 1969  Goddard College Plainfield, VT Counseling 2001 2003  Applicable Experience Location Experience Experience Experience From: To:		Names of	Courses Taught:		
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:	Human Growth & Dev	elopment			
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Exact Nature of Experience  Experience  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Exact Nature of Experience  Experience  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:					
Applicable Experience  Area or Subject of Training/Education  Area or Subject of Training/Education  From: To:  From: To:  Area or Subject of Training/Education  From: To:  Engineering 1964 1969  M.A. Psychology & Counseling 2001 2003  Employment Period  From: To:		1		_	
Training/Education Location Training/Education From: To:  Purdure University West Lafayette, IN Engineering 1964 1969  Goddard College Plainfield, VT Counseling 2001 2003  Applicable Experience Location Experience Experience Experience From: To:				Dorind of A	
Goddard College  Plainfield, VT  M.A. Psychology & Counseling  2001  2003  Applicable Experience  Location  Exact Nature of Experience  Experience  From: To:	Source of		Area or Subject of	Period of A	Attendance
Applicable Experience Location Counseling 2001 2003  Employment Period From: To:		Location			
Experience Location Experience From: To:	Training/Education		Training/Education  Engineering	From:	То:
Experience Location Experience From: To:	Training/Education  Purdure University	West Lafayette, IN	Engineering M.A. Psychology &	From: 1964	<b>To:</b> 1969
Experience Location Experience From: To:	Training/Education  Purdure University	West Lafayette, IN	Engineering M.A. Psychology &	From: 1964	<b>To:</b> 1969
Experience Location Experience From: To:	Training/Education  Purdure University	West Lafayette, IN	Engineering M.A. Psychology &	From: 1964	<b>To:</b> 1969
	Training/Education  Purdure University  Goddard College	West Lafayette, IN	Training/Education  Engineering  M.A. Psychology & Counseling	From: 1964 2001	To: 1969 2003
Teaching Federal Mogul Corp. Seminar/Training 1983 2006	Purdure University  Goddard College  Applicable	West Lafayette, IN Plainfield, VT	Engineering M.A. Psychology & Counseling  Exact Nature of	From: 1964 2001  Employment	To: 1969 2003
	Purdure University  Goddard College  Applicable	West Lafayette, IN Plainfield, VT	Engineering M.A. Psychology & Counseling  Exact Nature of	From: 1964 2001  Employment	To: 1969 2003  nt Period To:
	Purdure University  Goddard College  Applicable Experience	West Lafayette, IN Plainfield, VT  Location	Engineering M.A. Psychology & Counseling  Exact Nature of Experience	From: 1964 2001  Employment From:	To: 1969 2003  nt Period To:

# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

NAME:

Sprinkle

(last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

John

(Firet)

(Middle)

(====)		(1 1131)		(wildule)	
NAME OF INSTITUTI	ON: Indiana	Indiana Business College			
	Names o	of Courses Taught:			
Management					
		(v) = (e.e.	W.		
	*				
				W. C. V	
Source of			Period of A	Attendance	
Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Indiana Wesleyan Univ.	Fort Wayne, IN	Masters in Business Administration (Acctg.)	2005	2007	
Indiana Wesleyan Univ. International Business	Fort Wayne, IN	Bachelors in Business Administration	1998	2001	
College	Fort Wayne, IN	Associates in Accounting	1987	1989	
	The state of the s	Exemple in a process for a mile of the second control of	M. With F. 240 Streens	Constitution in the second	
Applicable			Employme		
Experience	Location	Exact Nature of Experience	From:	To:	
CBC Innovis	Fort Wayne, IN	General Manager	1992	Present	
			3.9		

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# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

### Please TYPE the form.

NAME: Stelter Tyler Jon
(Last) (First) (Middle)

NAME OF INSTITUTION: Indiana Buisness College

Names of Courses Taught:

COM 105- Communications 1

COM 090- Fundamentals of Communication

Source of Training/Education Location Training/Education From: To:

0		Aven on Cubinet of	renou of Attenuance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Ball State University	Muncie, IN	English (major) Anthropology (minor)	09/98	05/05
	l l		1	
			Employme	nt Period
Applicable		Exact Nature of	Employme	nt Period
Applicable Experience	Location	Exact Nature of Experience	Employme From:	nt Period To:
	Location  Muncie, IN		*	
Experience		Experience Private tutor to high school	From:	To:
Experience		Experience Private tutor to high school	From:	To:
Experience		Experience Private tutor to high school	From:	To:

# INSTRUCTOR'S QUALIFICATION RECORD

instructions: Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

	Stucky (Last)		Allison (First)	M. (Middle)	
			(First)	(middle)	
NAME OF IN	ISTITUTI	ON: Indiana Bus	iness College		
		Names of (	Courses Taught:		
Clinical I		The state of the s			
Clinical II		7 p ± 97 %	2. 20		
Laboratory Pr	rocedure	5			-
Professional	Perspect	ives		· ·	
Anatomy and	Physiolo	gy II			
0					
	T	4,51 7			
S		14 - 1 AV			
				· · · · · · · · · · · · · · · · · · ·	
Source of			Area or Subject of	Period of A	ttendance
Training/Edu	cation	Location	Training/Education	From:	To:
Ivy Tech Comm.	College	Fort Wayne, IN	Practical Nursing Cert.	2005	2007
		10%			
				Employmen	at Period
Applicable Experience		Location	Exact Nature of	From:	
	Callaga		Experience		To:
Indiana Business Towne House	College	Fort Wayne, IN	Instructor	2007	Present
	9 Dobel	Fort Wayne, IN	LPN	2007	2008
Windsor Nursing	∝ Kenab	Cedar Falls, IA	CNA	1997	2000

# **INSTRUCTOR'S QUALIFICATION RECORD**

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME: Tanner-Starks (Last)		tarks	Tomjari		
			(First)	(Middle)	
NAME OF IN	NAME OF INSTITUTION:		na Business College		
		Name	es of Courses Taught:		
Organizationa	ıl Behavio	or			
Advertising					
				T	
Source of			Area or Subject of	Period of A	Attendance
Training/Edu	cation	Location	Training/Education	From:	To:
University of Pho	enix	Bellevue, WA	Organizational Management	05/1998	10/1999
Seattle University	у	Seattle, WA	Humanties	09/1991	06/1995
Applicable			Exact Nature of	Employme	ent Period
Experience		Location	Experience	From:	To:
Educator of quali workforce develo		Fort Wayne, IN	development and training	11/2005	04/2007
Marketing & Res			Managed & developed a		
development		Fort Wayne, IN	marketing plan	11/2000	11/2005
Director of comm & legislative affai		Seattle, WA	lobbyist for Seattle Chamber ofCcommerce	06/1998	02/2000

# COMMISSION ON PROPRIETARY EDUCATION INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documents</u> required for review has been attached with this form (i.e. transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by former direct supervisor.)

	urce of	Location	Area or Subject of	Period of Attendance
	OF INSTITUTION: Courses that You T	***************************************	MGT 310 ~ Technology	for Managers
	(Last)		(First)	(Middle)
NAME:	Taylor	······································	arlos	

Source of	Location	Area or Subject of	Period of A	ttendance
Training/Education		Training/Education	From:	To:
Ball State University	Muncie, IN	Info. and Comm. Sci.	2001	2005
Ball State University	Muncie, IN	Business Info. Tech	1998	2002
Applicable	Location	Exact Nature of	Employme	ent Period
Experience		Experience	From:	To:
Ball State University	Muncie, IN	Adapt. Comp. Tech Spec.	11/03	Current
Ball State Univ.	Muncie, IN	Adaptive Tech. Lab	1/03	11/03
Ball State Univ.	Muncie, IN	Help desk	4/01	5/02

I certify that the above information is correct to the best of my knowledge.				
Signature of Instructor	Date			

# **INSTRUCTOR'S QUALIFICATION RECORD**

**Instructions:** Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

# Please TYPE the form.

NAME:

Thomas

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Elaine

(First)

(Middle)

NAME OF INSTITUTION	N: Indiana	a Busine	ess College		
	Names	of Co	urses Taught:		
Designing the Health S	Services Organiza	tion			
	T				
Source of			Area or Subject of	Period of Attendan	
Training/Education	Location		Training/Education	From:	То:
Univeristy of Phoenix	Phoenix, AZ		Health Care Management	07/2004	07/2006
				Employme	nt Pariod
Applicable Experience	Location		Exact Nature of Experience	From:	
			Teaches Health Care Mgt		То:
Teaching online classes	Indianapolis, IN		classes at IBC	09/2008	Present

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# Please TYPE the form.

NAME:	Vincent	Cheryl	D	
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College - Medic	cal Campus	
		Names of Courses Taught:		
Developing	g Family/Pediatric N	lursing		
Family/Ped	diatric Clinical			

Source of		A O1	Period of Attendance	
Training/Education	Location	Area or Subject of Training/Education	From:	To:
Drake University	Des Moines, IA	General Education	1980	1982
IA Methodist	Des Moines, IA	Nursing	1980	1983
School of Nursing, Temple College	Temple, TX	Gen Education	1984	1985
Walden University	Online	MSN	2006	Present
Applicable		Exact Nature of	Employment Perio	
The state of the s		Exact Nature of		
Experience	Location	Experience	From:	To:
Safe Auto Inc.	Location Indianapolis, IN		From: 1986	<b>To:</b> 2004
	AS AS APPR STORM	Experience National Program Trainer,		
Safe Auto Inc. BLS, PALS -	Indianapolis, IN	Experience National Program Trainer, Curriculum Dev. Training Adult BLS &	1986	2004

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Edward

G.

NAME:

Walker

(Last)		(First)	(Middle)	
NAME OF INSTITUTION	ON: Indiana B	Business College		
	Names o	f Courses Taught:		
Introduction to Crimina	al Justice			
Source of		Area or Subject of	Period of A	Attendance
Training/Education	Location	Training/Education	From:	To:
University of Phoenix	Phoenix, AZ	Organizational Management	08/2006	04/2008
Oakland City University	Indianapolis, IN	Management	09/2002	08/2003
Indiana University	Indianapolis, IN	Criminal Justice	09/1982	05/1988
Applicable		Exact Nature of	Employme	nt Period
Experience	Location	Experience	From:	To:
Captain of Sheriff's				
Department Instructor at Law	Indianapolis, IN	Law Enforcement	04/1988	12/2006
Enforcement Academy	Indianapolis, IN	Taught law enforcement classes	02/1993	12/2006
		Adjunct instructor in law	32,1000	12,2000
Indiana University	Indianapolis, IN	enforcement	01/2003	08/2003

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

S

NAME: Walton			Amanda		S	
	(Last)		(First)	(Middle)		
NAME OF IN	NSTITUTIO	ON: Indiana B	usiness College			
		Names of	Courses Taught:			
		Names of	Courses raught.			
Composition	II; Keybo	arding I; Managemen	t; Marketing; Presentation S	skills		
-						
				Period of A	Attendance	
Source of Training/Ed	ucation	Location	Area or Subject of Training/Education	From:	To:	
Oakland City U	niversity	Oakland City, IN	MS in Management	1/2002	9/2003	
University of So Indiana		Evansville, IN	Communications & Advertising	8/1995	5/1999	
a.a.ra			7 tavornomy	37.1000	0,1000	
Applicable			Exact Nature of	Employme	nt Period	
Experience		Location	Experience	From:	To:	
Old National Ba	ank	Evansville, IN	Mortgage loan closing & origination	7/2003	9/2005	
Hope of Evans	ville	Evansville, IN	Housing Rehab	5/2002	7/2003	
WIKY		Evansville, IN	Radio Promotions	12/1999	7/2001	
		·				

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# Please TYPE the form.

NAME:	Wesselm	an	C harles		Edward	
(Last)			(First)		(Middle)	
NAME OF	INSTITUTIO	ON: Indiana B	Business College			
		Names o	f Courses Taught:			
Computers	and Office	Automation				
Spreadshee	ets					
Word Proce	essing					
Business O	ffice Proced	dures				
				1		
Source of			Area or Subject of	Period of A	Attendance	
Training/E		Location	Training/Education	From:	To:	
Concordia Un Wisconsin	iversity	Miquon, WI	Management & Communication	09/1994	05/1996	
Applicable			Exact Nature of	Employme	nt Period	
Experience	9	Location	Experience	From:	To:	
Indiana Busin	ess College	Indianapolis, IN	Teaching computers & business classes	01/2007	Present	
ITT Technical	Institute	Indianapolis, IN	Intructor & curriculum expert	12/1997	05/2006	
		1				

#### COMMISSION ON PROPRIETARY EDUCATION

### **INSTRUCTOR'S QUALIFICATION RECORD**

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NAME:

Whalen,

E.

Alan

(Last)

(First)

(Middle)

NAME OF INSTITUTION: Indiana Business College

Specific Courses that You Teach in Program: Business Administration – Management ACC101 Accounting I; ACC102 Accounting II; FIN200 Introduction to Finance; MAT105 Business Math; MGT220 Leadership; MGT200 Management

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From: To:	
Indiana University	Indianapolis, IN	BS in Criminal Justice and Sociology	1972 to 1976	
University of Indianapolis	Indianapolis, IN	МВА	1983 to 1987	
Applicable	Location	Exact Nature of	<b>Employment Period</b>	
Experience	Location	Experience	From: To:	
Home Town America	El Mirage, AZ	Manager	5/00 to 5/04	
Charter Hospital	Indianapolis, IN	Facility Manager	4/99 to 4/00	
Floors Are Us	Indianapolis, IN	General Manager	11/95 to 3/99	

Man Mala

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

NAME:	Wickware	Barry	Matthew	
	(Last)	(First)	(Middle)	
NAME OF	INSTITUTION:	Indiana Business College		
		Names of Courses Taught:		
CJ1000, Introduction to Criminal Justice				

			Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana State University	Terre Haute, IN	Criminal Justice Criminology	2002	2008
Indiana State University	Terre Haute, IN	Criminal Justice Criminology	1999	2002
Indiana State University	Terre Haute, IN	Psychology	1999	2002
Applicable		Exact Nature of	Employment Period	
Applicable Experience	Location	Experience	From:	To:
Correctional Officer	Terre Haute FCC	Corrections		2007
Unit Team Manager	New Castle Correction Facility	Corrections		2007
Casework Manager	Putnamville Correctional Facility	Corrections		2006
Associate Op.	AET	Corrections		2005
Jailer	Vigo County Sheriff's	Corrections		2002
Contact Guard	U.S. Marshall's Service	Correction		2005
Gym Attendant	Stan's Fitness Center	Fitness		1999
Collector	Telecom	Collections		1998

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### Please TYPE the form.

NAME:

**Applicable** 

**Experience** 

Center

Hospital

Indiana Business College

St. Elizabeth Medical

**Howard Community** 

Location

Terre Haute, IN

Lafayette, IN

Kokomo, IN

Woods

(Last)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Marsha

(First)

Lynn

(Middle)

From:

2004

1990

1988

To:

Present

1998

1990

NAME OF INSTITUTION	ON: Indiana B	usiness College		
	Names of	f Courses Taught:		
MED101, Medical Terr	ninology; PHY102, A	.natomy & Physiology I; MAA	A215, Clinical	II; MAA220
Laboratory Procedures				
<u>Laboratory i rocoduroc</u>	, and will tro, omin	00111		
_				
Course of		Anna an Cubiast of	Period of Attendance	
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:
Indiana University Medical School	Indianapolis, IN	Public Health	1998	2001
Purdue University	W. Lafayette, IN	Supervision	1995	1998
			Employme	nt Period

**Exact Nature of** 

Paramedic/Clinical

Paramedic ER Staff

**Experience** 

Instruction

Instruction

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# Please TYPE the form.

Wright

(Last)

NAME:

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

(First)

(Middle)

NAME OF INSTITUTION	ON: Indiana Bus	siness College			
	Names of 0	Courses Taught:			
Accounting 101	Accounting 250	)			
Accounting 102					
Accounting 201					
Accounting 202					
Accounting 107					
Accounting 115					
Accounting 105					
Accounting 240					
			Period of Attendance		
Source of Training/Education	Location	Area or Subject of Training/Education	From:	To:	
Professional Education Services	Self Study	Finance/Accounting	11-1-2007	11-15-2007	
			Employme	Employment Period	
Applicable Experience	Location	Exact Nature of Experience	From:	То:	

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# Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Annette

(Middle)

(First)

NAME:

Zanto (Last)

NAME OF INSTITUTION	N: Indiana B	Indiana Business College - Medical Campus		
	Names of	f Courses Taught:		
Adult Health, Nursing F	undamentals, Psych	nosocial/Gerontologic Nursin	g	
			******	
- N				-
			***************************************	
Source of			Period of Attendance	
Training/Education	Location	Area or Subject of Training/Education	From:	To:
University of WI Osk Kosh	Osk Kosh, WI	Nursing B.S.N.	8/68	5/72
Lewis University	Romeoville, IL	(2007) 900 NO 1007 FW1		
		Masters in Nursing	1990	1994
		Masters in Nursing	1990	1994
		Masters in Nursing	1990	1994
Applicable			1990 Employmen	
Applicable Experience	Location	Exact Nature of Experience		
		Exact Nature of	Employmer	nt Period
Experience	Location Olivet Nazarene	Exact Nature of Experience Taught Adult Students	Employmer From:	nt Period To:
Experience	Location Olivet Nazarene	Exact Nature of Experience Taught Adult Students	Employmer From:	nt Period To:

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### Please TYPE the form.

Use the <tab> key to advance to the next field, or select a field by clicking the cursor. NAME: Zent Jenna (Middle) (Last) (First) NAME OF INSTITUTION: Indiana Business College **Names of Courses Taught:** Introduction to Law Enforcement **Period of Attendance** Source of Area or Subject of **Training/Education Training/Education** Location From: To: Professional Law/Jurisprudence Indiana University Indianapolis, IN 09/2005 05-11-2008 Indiana University Indianapolis, IN Criminal Justice 09/2000 05-08-2004 **Employment Period Applicable Exact Nature of Experience Experience** Location From: To: Public Defender Panel -Jail visits, assist attorneys, Indianapolis, IN attend court trials 06/2007 Paralegal Present Trained employees,

Petland - Fort Wayne, IN

Sales Manager

supervised staff

05/2002

01/2007